

**Roger Williams University
Department of Residence Life & Housing**

2019 – 2020 Housing Contract

TERMS AND CONDITIONS OF CONTRACT

Roger Williams University (“University”) regards education as more than a means to an end and more than merely a classroom experience. We inspire and educate students to lead fulfilled lives by ensuring they acquire the knowledge, skills and habits of mind necessary to become reflective, responsible individuals who interact with society in mutually rewarding ways. The Department of Residence Life and Housing program contributes significantly to the achievement of these educational goals by fostering a safe and inclusive residential community for students to enhance their interpersonal skills. Through our holistic approach to student development, we engage, support and challenge students to be contributing scholars in the world. We strive to support students in becoming their true selves while creating a meaningful and memorable residential experience.

The University does not discriminate against any person on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, gender expression or identity, disability, veteran status, or any other legally protected basis in admission to, access to, employment in, and treatment in its programs and activities.

This Housing Contract has been prepared to provide you with information regarding the policies and regulations that have been adopted in order to carry out these educational objectives. All residents are responsible for the content, procedures and policies of this Contract.

All decisions regarding University housing policy will be presented in writing. No oral representations about University housing by University employees or representatives are binding. Students will be held responsible for having knowledge of and adhering to information presented in Residence Life and Housing newsletters, voice mail and/or student email messages and any notices sent to rooms/ apartments and/or posted in living areas.

This Housing Contract is mutually binding on both the University and the student for the entire Academic Year, including Summer and Winter Intersession.

First and Second year students and transfer students with fewer than 60 credits are required to live in University

Housing. Students with circumstances matching the following criteria may be exempt from the housing requirement:

- Students living within 40 miles of the University campus who will commute from a parent or guardian’s residence (proof of residency with a parent or guardian may be required);
- Married students;
- Students with dependents;
- Students who have been declared as independent or are over 21 years of age;
- Veterans of the military;
- Transfer students who have more than 60 credits;
- Students with a documented and approved medical or disability condition that require housing accommodations that RWU is unable to provide
- Students participating in a study abroad program
- Students enrolled in fewer than 12 credits
- Students under 17
- Medical leave of absence

Students who do not fit the above criteria and are requesting an exemption of the two-year residency requirement must submit documentation in writing to the Dean of Student Life, or their designee.

Students are not permitted to move into their room assignments until the date announced by the Department of Residence Life and Housing and according to the RWU academic calendar which specifies all University opening and closing dates. Failure to comply with this may result in conduct review and/or fine.

Housing is not guaranteed to any student who chooses or is required to leave housing for any reason including but not limited to: moving off campus, commuting from home, conduct review or academic removal. Students looking to return to housing after time away may request to be added to a housing waitlist and may be placed in available spaces at the discretion of the Department of Residence Life and Housing before or during a semester.

I. APPLICATION PROCEDURE

A space in housing is not reserved until the following steps have been completed by the student:

1. Student must make a \$350.00 Housing Deposit online at <https://rwu.afford.com>. There is no refund of the deposit once a space is assigned or reserved through the hall selection process. **If a student withdraws from housing for any reason including but not limited to conduct sanction, academic suspension, transferring, etc., any time before or during the academic year, a Housing Cancellation Fee of \$350 in addition to other charges outline herein, will be charged to the student account.** If a space is not reserved or assigned, the deposit will remain on the student's account and go toward any outstanding balance.
2. All residents must pay a Damage Deposit of \$350.00. (See section VII)
3. All incoming students must complete an electronic Roommate Matching Characteristics Questionnaire Form.
4. All applicable charges must be paid by the student on a term basis, in accordance with the housing assignment made by the University. The deadline for full payment is July 1st for the Fall semester and January 2nd for the Spring semester. A room reservation is conditioned upon **full-time** registration (by April 16th for the fall semester and November 26th for the Spring semester). **Housing is not guaranteed if payment or registration is completed after the deadline.**
5. All residents are required to electronically sign the Housing Contract in order to reside in University Housing.
6. Residents living in Maple, Cedar, Willow, Baypoint, Stonewall, the suites in North Campus Residence Hall and any other traditional residence halls operated by Roger Williams University must subscribe to a full board plan with Dining Services.

Request for Accessible Housing Accommodations

Roger Williams University and The Department of Residence Life and Housing are committed to the full participation of students with disabilities in all aspects of college life, including residential and dining experiences. In accordance with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act (ADA), Roger Williams University has established procedures to ensure that students with documented disabilities have access to reasonable University housing and meal plan accommodations. Virtually all student needs can be met through the standard room selection process or new student assignment process. However, students with conditions whose needs cannot be met through this process may request special housing consideration. For more information regarding the process, please read the entire reference the following: [Procedures for Requesting Accessibility Accommodations in University Housing](#)

NOTE: Accessible Housing Accommodations are provided on a case-by-case basis due to documented disabilities. To qualify as a disability covered under the Americans with Disabilities Act (ADA), the student must have a current condition that substantially limits a major life activity, and the accommodation requested must be deemed reasonable and appropriate. A diagnosis, in and of itself, does not automatically qualify the student for the requested accommodations. All criteria listed on the Treating Practitioner's Verification of Disability/Illness form must be met.

[Request for Accessible Residential Accommodations](#)

NOTE: Documentation must be provided by a licensed or credentialed professional with specific training or expertise related to the condition being diagnosed (e.g. anxiety disorder diagnosed by a licensed psychiatrist, psychologist, social worker, or clinical nurse practitioner). The following questions address the required criteria for eligibility. This request form must be fully legible for processing.

[Treating Practitioner's Verification of Disability/Illness](#)

II. CONTRACT TERMINATION

The University may terminate this Contract prior to the expiration date of any given academic year in the event that the student should violate any terms of this Contract or any policies of the University. Students involved in violation of the Housing contract may be referred to the student conduct review system. The University will terminate this Contract prior to the expiration date for the following reasons:

- Enrolled in a University sponsored study abroad program
- Withdrawal or leave of absence from the University
- Academic or disciplinary separation from the University
- Disciplinary removal from University Housing
- Graduation from the University

Students who leave University housing prior to the expiration of this Contract for any reason will be responsible for all charges/fees for University housing for that entire academic year including the meal plan. Students who withdraw from the University for other approved reasons (e.g., Medical Leave of Absence) will have the room and board rates charged according to the following schedule:

- Prior to the first day of classes – Forfeit deposits
- Within the first week of classes – Prorate room and board and forfeit deposits
- Within the second week of classes – 80% of room and board credited to account
- Within the third week of classes – 60% of room and board credited to account
- Within the fourth week of classes – 40% of room and board credited to account
- Start of the fifth week – no credit of room and board

Students who withdraw from the University are required to vacate the residence halls within 24 hours from the effective date of withdrawal.

II. CONDITIONS OF OCCUPANCY

Student occupancy in University Housing facilities is conditioned upon continued full-time registration and attendance in good standing as a student of the University, payment of all tuition, fees, charges, and assessments and compliance with all rules and regulations of the University.

A University Housing space is provided only when the University is in session. When the University is not in session, residents must vacate their living space. This includes Thanksgiving, Winter Break, Spring Break, Summer and when otherwise stipulated by the Department of Residence Life and Housing. Students with a legitimate academic need or students with severe or extenuating circumstances should contact the Associate Director of Residence Life and Housing, or their designee, to request an exception. All requests for exceptions must be in writing and turned in at least 5 business days before the applicable break. At the end of each semester, residents are required to leave no later than 24 hours after their last final or at the official time all residence halls close, whichever time comes first.

University Housing Facilities will close as announced by the Department of Residence Life and Housing via posted notice/University email. Students must vacate their living space by the time indicated in the posted "closing" notice. Failure to vacate and properly close the room may result in a fine and/or conduct review. Opening times will be announced in writing in advance.

Residents are not permitted to enter University Housing facilities prior to the opening of the residence halls. Request for exceptions for personal reasons must be presented in writing no later than 5 days prior to the opening of the residence halls to the Department of Residence Life and Housing. Only cases of personal hardship will be considered, and students are placed on notice that exceptions to the above policy are infrequent. Students who are granted exceptions to come early, stay late or stay during a break period will generally be assessed a fee of \$50.00 per night of occupancy. Those residents who arrive early without permission from the Department of Residence Life and Housing will be required to leave immediately, be assessed as above, and/or will be processed through the University Student Conduct System.

1. **Missing Student Notification Policy and Procedure for student living in on-campus residence halls**

A resident who expects to be away from their residence hall for four or more consecutive days while classes are in session is urged to inform their resident assistant (RA) and provide information about whereabouts and contact information in case of an emergency. Students are responsible for informing their parents/guardians of such an absence to avoid alarming them if they are unable to contact their student.

Roger Williams University has established a Missing Student Notification Policy and Procedure for Students Living in On-Campus Residence Halls that allows students to designate an individual(s) to be contacted by the University if the student is determined to be missing by the Department of Public Safety or local law enforcement. The policy is available online: [Missing Student Notification Policy & Procedure](#)

Students may designate and update the individual(s) to be contacted on the Emergency and Missing Student Contact Information section of myRWU.

It is important that all students maintain current emergency contact information on file with the University, regardless

of whether they live in an on-campus residence hall or off-campus. Students should designate and update, as necessary, their emergency contact information in the Emergency and Missing Student Contact Information Section of myRWU.

To designate or update missing student contact information and emergency contact information, complete the following steps:

- Log in to Campus Portal at <https://portal.rwu.edu>.
- Click on “Students” at the top of the welcome page.
- In the “Student Services” section, click on “User Contact Information.”
- Click on “Emergency/Personal Contact Information.”
- The emergency contact information section is located at the bottom of the page, below your address, telephone, and email information. Edit the fields with the name, relationship, and telephone numbers of up to two emergency contacts and click on “Submit.”

III. HOUSING ASSIGNMENT POLICY

The Department of Residence Life and Housing is responsible for developing and implementing a process in assigning University Housing to students. While efforts will be made to honor residence hall and roommate requests, **the University reserves the right to make assignments and whatever reassignments or adjustments that may be deemed necessary.** Each student agrees to meet the terms of the room assignment procedure as publicized by the Department of Residence Life and Housing. Failure to meet these terms may forfeit the student’s right to a housing assignment.

In order to accommodate a maximum number of students and to effectively use existing facilities, it may be necessary to assign some students to temporary accommodations. Withdrawals and cancellations will usually permit these students to be transferred to permanent rooms or apartments assignments. The University will determine the number of students to be assigned to each room or apartment. No more than this number of residents will be permitted in each area.

Each August, the University will inform students whether or not the use of possession of alcoholic beverages will be permitted in the various residence areas. The University reserves the right to change the status of a residence hall or area during the year. Students who are unsure about the specific alcohol policy for the living area they reside in should contact their RA, Coordinator for Residential Education (CORE) or the Department of Residence Life and Housing

The University reserves the right to change room or hall assignments or to consolidate vacancies by requiring students to move when necessary. **When a vacancy occurs, the University reserves the right to assign a new occupant.** If the student already assigned to the room/apartment is resistant to the new occupant moving in, the current resident may be reassigned. This open space should be readily available with no inconvenience to the newly assigned student. It is the responsibility of the student already assigned to the room to insure the readiness of that space. This means that the current occupant must maintain the following conditions: beds/mattresses be separated and dressers/drawers/closets (or any other furniture provided by the university) must be kept empty, unused and clean. Failure to prepare the space for a new occupant may result in a fine and/or conduct review.

The University reserves the right to make housing assignments, to move a student to another housing facility, consolidate open spaces and to remove a student from University Housing, when, in the University’s opinion, general living conditions for any resident or the well-being of the University will be improved by such a move. Students must follow the conflict resolution process within the Department of Residential Life & Housing (i.e. discussing situation with an RA, bringing the matter to the attention of a CORE, attempting to put forth mutually agreed upon action plan, etc.) When roommate conflicts occur and the residents cannot resolve their differences, the Director of Residence Life and Housing, or a designee, may choose to move one or all residents of that room/apartment to any vacant spaces. Students will be responsible for any financial differences. The University reserves the right not to allow a student to sign into a certain area based on academic performance or conduct history. The University reserves the right to change room occupancy at the conclusion of an academic year.

IV. ROOM/APARTMENT CHANGES

Room changes are generally permitted throughout the academic year except for designated periods during the semester as stipulated by the Department of Residence Life and Housing. Students must follow the policy and procedures in room changes as announced by the Department of Residence Life and Housing. **No room changes will be permitted for at least the first two weeks of any semester to allow the Department of Residence Life and Housing the opportunity to ascertain where housing vacancies are located.** Room changes will also not occur while students are in temporary housing. Students that

request a room change are responsible for any financial difference from one living area to another.

No student will vacate, exchange, or transfer rooms/apartments without prior written authorization from the Department of Residence Life and Housing. **Students who do so may be processed through the University Student Conduct System.** Students who withdraw from University Housing without properly notifying the Department of Residence Life Housing and completing the appropriate paperwork will be assessed a \$50.00 improper checkout fee and an additional \$65 if their key is not returned. Students are not permitted to lease/sublease/rent any portion of the room/space/apartment.

VI. RESPONSIBILITIES OF ROOM AND APARTMENT USE

1. Check-In/Check-Out Requirements

Students are responsible to check-in and check-out of assigned rooms as stipulated by the Department of Residence Life Housing. All students, for their own protection, are required to complete a **Room/Apartment Condition Report** form at the time they move into and leave University Housing or when a room change occurs throughout the academic year. Failure to do so prevents verification of room condition at the time of moving in when that condition is compared against the room condition at the time of moving out. In such cases, occupants must accept the University's assessment of damages. Students who complete an express checkout form waive their right to appeal any damages. A final inspection and damage assessment of all rooms/apartments will take place by University professional staff after all residents have vacated the residence halls.

2. Keys/Locks

The University provides a lock for the exterior door of each room or apartment in University operated housing facilities. The student agrees to not place either additional locks or other security devices on any doors (including bedrooms) or to change any existing locks. The duplication of any keys is strictly prohibited. Each student must return all room or apartment keys at the end of the academic year, at the time of an authorized room change or upon withdrawal from the University. Room and apartment keys must be turned in at the time of check-out, within those guidelines stipulated by the Department of Residence Life and Housing.

Failure to return all keys will result in a fee being assessed to the student for a door lock change and a new full set of keys. In the event an occupant loses a room/apartment key, the student must report this to the Department of Residence Life Housing and follow the guidelines stipulated by the Department of Residence Life and Housing to be reissued a key. A fee will be charged to occupants for replacement of lost keys and/or door lock changes. **Mailbox keys must be returned to the Mailroom.** The Department of Residence Life and Housing is not responsible for mailbox keys.

3. Room and Apartment Painting/Furnishings/Care

Students are not permitted to remodel, paint or to make any structural changes to the premises, outside or inside, nor to attach, detach or remove any furniture, or repair any damages. Rooms and apartments are supplied with appropriate basic furnishings, as determined by the Department of Residence Life and Housing. Students are not permitted to remove any furnishings, appliances, or equipment from their living quarters or other part of the University. No University furnishing may be placed outside. The University has the right to enter a student room for repairs, general maintenance of residential facilities, cleaning, and health & safety inspections. Follow the steps below to submit a work order through SchoolDude, RWU's facilities work order system:

- Log into the Facilities Work Order System (first time users, follow set-up prompts)- [SchoolDude Login](#)
- Complete the Maintenance Request Form: Select location, indicate area/room number, and provide a description of the problem or request
- Click Submit (Use "password" as the password needed)

For questions or updates related to submitted work orders, please contact the Department of Residence Life & Housing.

Students are responsible for cleaning their assigned room or apartment and for returning living areas to the University in like condition, normal wear and tear excluded, upon withdrawal from University Housing. Repairs to any damages created in a room or apartment must be repaired by the appropriate University Department. **Students are not permitted to make their own repairs.**

4. Room/Apartment/Property and Bag Inspection

The University reserves the right to inspect bags, rooms/apartments, and student personal belongings/property/vehicles including but not limited to cell phone, computer and other means of communications, for alleged policy, fire, health, and safety violations in addition to scheduled health and safety inspections and take appropriate steps to resolve any unsafe or

unsanitary conditions. Bag checks may be completed either inside or outside a building by any University staff member.

5. Guest Policy

Residents may have guests overnight in their assigned rooms and apartments for a maximum of three days and two nights at any one time and must complete any necessary forms or paperwork as directed. Residents hosting an overnight guest must have permission from ALL roommates in the room/apartment. Residents are responsible for the conduct of their guests at all times and are responsible for escorting them while the guest is on campus. Residents will be held accountable for their guest's actions via the student conduct process. Residents are also held accountable for intentional abuse of the guest policy. The minimum age for an overnight guest is 16. University students who wish to host a guest under the age of 18 must get permission in advance from the CORE (Coordinator of Residence Education) of their building or residence area and complete the release form located through a website link available at MyRWU.

To obtain a RWU Guest Pass, please complete the Guest Registration Form found here: [Guest Registration Form](#)

6. Noise/Quiet Hours/Courtesy Hours

It is the responsibility of residents to always be courteous and to maintain reasonable conditions for studying throughout the day. The right to study and sleep precedes any other privileges such as visitation and/or excessive noise. Noise levels should be limited so as not to disturb other residents - there are always 24-Hour Courtesy Hours. The Department of Residence Life and Housing has the responsibility to determine Quiet Hours guidelines for all residence hall facilities. Quiet Hours are defined as hours in which residents and visitors shall be quiet as determined by the Department of Residence Life and Housing. The Residence Hall Council of each residence hall determines the specific quiet hour timeframe from the Residence Life and Housing guidelines.

7. Smoking/Tobacco policy

All residence halls including apartments are smoke-free. Smoking is only permitted at designated gazebos. The use and possession of Hookahs and the use of vaporizers, juling devices and other tobacco smoking devices is not permitted in any residence halls including apartments.

VII. DAMAGES

Each student understand and agrees that they will be personally responsible for the cost of repair for any damage which they cause to the living area or any other area of University operated property-normal wear and tear excepted-during the agreed upon time of occupancy. Each student is also responsible for damages caused by their guest(s).

The cost of repair of damages completed during the agreed upon time of occupancy will not be taken from the Housing Damage Deposit but will be paid by the student upon completion of the repairs. Damage assessments made during the academic year, at the end of the year, when a student withdraws from the Housing and/or upon graduation from the University must be paid by the student upon presentation of the bill by the University if in excess of the Housing Damage Deposit. If the bill is not in excess of the Housing Damage Deposit, the damage assessment will be deducted from the Damage Deposit. Students are not permitted to make repairs themselves.

Students may be assessed a charge for any of the following - although not limited to - conditions which exist in the living quarters at the end of their occupancy:

- A. Furniture left unassembled or missing
- B. Personal belongings/furniture left in room/apartment
- C. Room left dirty – Excessive cleaning of floors, carpets, walls etc.
- D. Room painted
- E. Ceiling tiles damaged or missing
- F. Smoke detector, smoke covering, or sprinkler system damaged or missing
- G. Fire Emergency egress chart missing
- H. Window blinds, and/or screens damaged or removed from windows
- I. Cinder blocks left in room/apartment
- J. Fumigation due to illegal pets
- K. Writings, graffiti, or damage on room/apartment door, walls, floors or furniture
- L. Patching and painting of holes
- M. Repair/replacement of appliances

The student also agrees to be personally responsible for malicious damage, if the responsible person is not determined, which occurs in the common area of University operated housing facilities on a prorated basis of the cost to repair the damage.

This shall be assessed against the student by the Department of Residence Life and Housing in an amount which, in the sole discretion of the Department of Residence Life and Housing, represents the student's fair and proportionate share of the responsibility for such damage.

NOTE: Any appeals to damage charges must be submitted in writing, by the student, to the Department of Residence Life Housing within 60 days after the date of the assessment. Appeals submitted after 60 days will not be reviewed and be deemed automatically denied.

VIII. LIABILITY

The University is not responsible for loss of or damage to the personal property of students in University housing, regardless of the source or cause of damage. This includes but not limited to food items that may spoil due to a power outage or other power/electrical issues during the academic session or break periods. Each student is urged to lock their room/apartment at all times. **All students are encouraged to carry adequate personal property insurance.**

Upon the vacating of, or withdrawal from, or removal from the University or University Housing, the student must remove their personal belongings within twenty-four (24) hours. If the student fails to remove all of their personal property within this time span, then the property shall be deemed as abandoned and disposed of by the University in its sole discretion.

IX. STUDENT RIGHTS AND RESPONSIBILITIES

Each student agrees to use the premises in such a manner as to comply with all local, county, state, and federal laws. Residents will not use the premises or permit them to be used for any disorderly or unlawful purposes or in any manner which is offensive to any other resident of the University as determined by the University. All students agreeing to live on the Roger Williams University campus consent to abide by the rules and regulations of the University as set forth in this Contract, the [University Catalog](#) and [The Student Handbook](#), as well as any other Residence Hall or University regulation which may be promulgated hereafter to meet the specific needs of the students or the University.

Students have the right to be protected from the following dangerous or inappropriate activities, therefore the following rights are guaranteed to students living on-campus:

- Right to a safe environment
- Right to an environment free of electrical hazards
- Right to live in an environment that honors federal, state, and local laws on alcohol and drug
- Right to a clean living area
- Right to be protected from unwarranted damage bills
- Right to be protected from physical harm
- Right to live in an environment where people respect the living area they share
- Right to an orderly, reasonable living environment conducive to study and life skills development

In addition to these community rights, students must maintain an environment founded on the principles of mutual respect for peoples' rights and property. Therefore, students have a responsibility to:

- Become familiar with and fully uphold the rules and regulations of this community so that they may participate in it as active, positive members. These rules and regulations include, but are not limited to:
 - [Residence Life & Housing Policies](#)
 - [Student Code of Conduct](#)
 - [Sexual Misconduct/Gender-Based Misconduct Policy and Procedures](#)
 - [Off-Campus Policies & Rules](#)
 - [Alcohol and Drug Policy](#)
 - [Medical Amnesty Policy](#)
 - [Parking Rules & Regulations](#)
- Themselves, to ensure they act in a safe manner
- Ensure that parking policies are administered fairly
- Maintain responsibility for and control of one's life and choices (control is given up when one chooses to violate the rights of others in the community and/or regulations set up to protect those rights)

Disclosure of Information on Lead-Based Paint and/or Lead-Based Paint Hazards: Important Information for Residents of Almeida Apartments, Baypoint Inn, Cedar Hall, and Maple Hall

Federal & State Lead Warning Statement

"Every lessee of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified

that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The lessor of any interest in residential real property is required to provide the lessee with any information on lead-based paint hazards from risk assessments or inspections in the seller's possession and notify the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to rental."

University's Disclosure for Almeida Apartments

A. Presence of lead-based paint and/or lead-based paint hazards:

____ Known lead-based paint and/or lead-based paint hazards are present in the housing.

X **University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.**

B. Records and reports available to the student:

X University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).

- 4/28/2011 Analytical Testing Report: Paint chip from 400 Bldg. Apartment Porch. Sample is "Lead-Free" per RI DOH.
- 4/28/2011 Analytical Testing Report: Paint chip from 400 Bldg. Apartment Ceiling and Wall. Sample is "Lead-Free" per RI DOH.

____ University has no reports or records pertaining to lead-based paint and/or lead- based paint hazards in the housing.

University's Disclosure for Baypoint Residence and Conference Center and Cedar Hall

A. Presence of lead-based paint and/or lead-based paint hazards:

____ Known lead-based paint and/or lead-based paint hazards are present in the housing.

X **University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.**

B. Records and reports available to the student:

____ University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).

X **University has no reports or records pertaining to lead-based paint and/or lead- based paint hazards in the housing.**

University's Disclosure for Maple Hall

A. Presence of lead-based paint and/or lead-based paint hazards:

X **Known lead-based paint and/or lead-based paint hazards are present in the housing. Sample taken in student room determined to be "Lead-Safe"**

____ University has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

B. Records and reports available to the student:

X **University has provided the student with all available records and reports pertaining to lead based paint and/or lead-based paint hazards in the housing (list documents below).**

- 8/14/2008 Analytical Testing Report: Paint chip from residential room. Sample is "Lead-Safe" per RI DOH.

____ University has no reports or records pertaining to lead-based paint and/or lead- based paint hazards in the housing.

Student's Acknowledgment:

By accepting the Roger Williams University Housing Contract, the student is certifying that they:

- (a) has received copies of all information listed above. Copies are available through the Department of Environmental Health and Safety: (401-254-3781 / 401-254-3494 or cconley@rwu.edu / ksouza@rwu.edu)
- (b) has received the pamphlet *Protect Your Family from Lead in Your Home* with the Rhode Island insert "What You Should Know About the Rhode Island Lead Law". The pamphlet is available on RWU EHS website at: <http://rwu.edu/about/university-offices/ehs/occupational-safety/lead-based-paint>

(c) student has either

(i) spoken with RWU Department of Residential Life and Housing prior to signing this document and received a 10-day opportunity (or mutually agreed upon period) to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards; or

(ii) waived the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint and/or lead-based paint hazards.

**ROGER WILLIAMS UNIVERSITY AND ROGER WILLIAMS UNIVERSITY SCHOOL OF LAW
NON-DISCRIMINATION POLICY**

Roger Williams University and Roger Williams University School of Law do not discriminate against any person on the basis of race, color, religion, national or ethnic origin, age, sex, sexual orientation, gender expression or identity, disability, veteran status, or any other legally protected basis in admission to, access to, employment in, and treatment in its programs and activities. Inquiries regarding the application of this Non-Discrimination Policy may be referred to the following:

- Amy Lanoie, Management Specialist, Roger Williams University, One Old Ferry Road, Bristol RI 02809, Telephone: 401-254-3190;
- Assistant Secretary for Civil Rights, U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue, SW, Washington, DC 20202-1100, Telephone: 1-800-421-3481; or
- Boston Office, Office for Civil Rights, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921, Telephone: 617-289-0111.

The Equal Employment Opportunity Coordinator is Amy Lanoie, Management Specialist, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone 401-254-3190

Coordinator of Title IX of the Education Amendment of 1972, and Coordinator of the Age Discrimination Act of 1975 is Jen Stanley, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone 401-254-3123

The Coordinator of Section 504 of the Rehabilitation Act of 1973 is Lisa Landreman, Assistant Vice President/Dean of Student Life, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone: 401-254-3042.

The University Deputy Title IX Coordinator for student matters Jen Stanley, Roger Williams University, One Old Ferry Road, Bristol, RI 02809, Telephone 401-254-3123