

University Of Minnesota Housing & Residential Life 2008–2009 Contract Assumption

Important Dates

Residence hall [Fall/Spring (August 30, 2008 – December 18, 2008, January 17, 2008 – May 16, 2009)
Apartments [9 ½ month (August 15, 2008 – May 31, 2009) 11 ½ Month (August 15, 2008 – July 31, 2009)]

Estimated Move-out/Assumption date		
Primary Contract Holder (current resident)		
Last	First	Middle
Current Address:		
Hall	Room / Apartment Number & Bedroom	Campus Phone Number
Primary contract holder signature (parent or guardian signature if student is under the legal age)	Date	University ID#
Permanent Address:		Permanent Phone
City/State/Zip:		

1. I understand that I am responsible for residence hall/suite/apartment charges per the terms of my contract until a space I am releasing within the University owned/leased housing system is occupied by another contract applicant. (NOTE: There are cases in which the move-out date indicated above and the date a space is assumed by someone else may differ.)
2. I understand that since I am providing a substitute for my contract, both (s)he and I are jointly and severally liable for the contract. If the person whom I present as a substitute leaves the residence hall/suite/apartment **for any reason** during the balance of the contract period, I as the original contract holder am responsible for the remaining portion of the room and board (where applicable) contract for that academic year. Given that I must pay that remaining portion, **it will also be my responsibility to contact that person and recover any financial loss I may incur.**
3. As I have decided that I do not wish to continue residence in University owned housing, I am requesting that I be permitted to allow the eligible non-resident listed below to assume my contract, I have read and agree to the conditions contained herein. I understand that this form is part of the application-contract forms and is a legally binding document.

Person assuming contract (future resident), The person cannot be a current resident of a Housing & Residential Life facility and cannot be on the Housing & Residential Life Active Waitlist (if for Summer cannot be on summer contract application list) .

Last	First	Middle
University ID#		E-mail
Current Address		Current Phone
City/State/Zip		
Permanent Address		Permanent Phone
City/State/Zip		
Person Assuming Contract Signature (parent or guardian signature if student is under the legal age)		Date

For Office use only:

Verify eligibility status

**Housing & Residential Life Approval: _____
(Signature) (Date)

(For approval must be signed by a member of the Contract, Assignments and Billing area)

CONTRACT ASSUMPTION – 2008-2009

Since contract assumption procedures can be complex, it is strongly recommended that you read this information carefully and then consult with your Residence Director or Business Operations Supervisor if you have any questions.

The residence hall/apartment system is self-supporting and its existence depends solely on the financial integrity of the room and board contract. Therefore, the contractual agreement is strictly enforced. If, after assuming occupancy, a resident wishes a contract release from their University owned/leased housing and does not meet those conditions considered legitimate on Page 39 of the Living and Learning on Campus application-contract booklet, Housing & Residential Life may allow the resident to find an eligible non-resident substitute.

Please remember that you have signed a legally binding contract for the fall/spring semesters, 9-½ month or 11-½ month and you are responsible for either fulfilling the terms of the contract or providing an eligible substitute. If another eligible non-resident will be assuming (part or all of) the contractual liability, the transfer must be made so that the University owned/leased housing system will not incur a financial loss. Therefore you must abide by the following procedures and guidelines.

The following apply to contract assumptions during the 2008-2009 contract period:

1. The person who assumes your contract must meet one of the following guidelines: a University of Minnesota student registered for 9 credits as an undergraduate; and 3 credits as a graduate student. The substitute **cannot** be a current resident in any University residence hall or apartment or be on the current Housing & Residential Life Waitlist.
2. Depending on other contract assumptions and room/ hall changes, you are releasing a space in the University owned housing system, not necessarily your particular room. If it is for your room/apartment and the occupancy of the apartment is more than one person who assumes the contract must be the same gender as the original contract holder.
3. If Housing & Residential Life has a Contract Applications List that list may be used, at our discretion, to provide a substitute for your contract. The assumption by that individual does not necessarily occur immediately. The release from your contract can only occur when a confirmed substitute from the Contract Applications List is obtained, and this process may take a number of days/weeks to finalize. **You are responsible for the full room and board (if applicable) until an eligible substitute has assumed occupancy.** After that occupancy you are no longer responsible for the contract.
4. You will be responsible for the charges pertaining to the balance of the room and board contract if the person whom you provide as a substitute for your contract/lease leaves the residence hall/apartment for any reason at any time during the balance of the contract period. Given that you must pay that remaining portion, it will also be your responsibility to recover any financial loss that you may incur.
5. The person assuming your contract must pay a minimum of the advance payments and application upon submitting a contract. The person assuming your contract must also complete a contract/application for the current contract year (2008-2009). There is a PDF version available on line at www.umn.edu/housing/applying or the student can obtain a paper copy from the Housing & Residential Life main office in Comstock hall.
6. At no time, including between academic semesters, are individuals on the Housing Waiting List for an upcoming semester eligible as substitutes.
7. The assumption transaction must take place in the residence hall/apartment business office or the Housing & Residential main office under the supervision of the Residence Director, Business Operations Supervisor or central staff member.

If you have any questions, please see the Residence Director or Business Operations Supervisor at the hall/apartment where you reside.