RULES AND REGULATIONS; FINES: Residents are provided with a copy of the current Graduate Student Housing Handbook with their initial move-in. Updates of the handbook are available online at the Graduate Housing website and a new copy is forwarded each summer to continuing residents via U.S. Mail. Residents shall read and comply with all rules and regulations adopted by the University. The University has established a fine system for violation of this contract, the Graduate Student Housing Handbook and any other established rules and regulations. A list of these fines is included in the Graduate Housing Handbook which you have been provided. I/We agree to reading, understanding and obeying the fine system during the term period of this contract. The initial set of which are as follows:

ALL GRADUATE HOUSING UNITS:

Alterations to the Housing: Residents are not permitted to make any changes to the design of the housing unit. All requests must be made to the appropriate manager for review and if permitted will be scheduled with approved University workers. If an alteration is made without approval, there will be a fine assessed and termination of the contract may be considered.

Businesses: I/We are not permitted to operate a business from my room, apartment, or building.

Cancellation Policy: Early departure during the term of your contract is subject to cancellation rules. The terms of when and how much you will be fined are defined on the Cancellation Request Form which must be submitted to the appropriate manager of housing. See Form for details.

Care of the premises: I/We are responsible to maintain the unit in a decent, safe, orderly and sanitary condition with particular attention paid to pest control. Day to day clutter should be kept to a minimum. Garbage and waste should be enclosed in plastic bags be disposed of on a regular basis. ‘Food stuff’ should not be left lying around. This creates a health and safety risk. Inspections are done several times a year to note any maintenance and facility concerns as well as the overall condition of the unit. Fines may be imposed. Area rugs are permissible. No wall to wall carpeting should be installed.

Fire safety: I/We will not disconnect, disable or tamper with any life-safety devices (i.e. smoke detectors, carbon monoxide detectors, fire extinguishers, sprinkler heads, etc.), which are installed in my building, room, or apartment. I/We will not possess, store or maintain any flammable or combustible material, explosives, fireworks, ammunition or weapons (including but not limited to firearms, air rifles, swords, & crossbows), in, on, or around the building. The University will impose a fine in addition to any costs incurred for work performed to correct any hazards. Burning of candles, incense or other incendiary or open flame items is prohibited. Fireplace within building are not permitted for use. Only units with approved installed cooking appliances are allowed to be used for this purpose. Do not store items in emergency exits.

Graduation Policy: For those students who have lived in the Graduate Apartments for more than one contract term who submit appropriate documentation that they will be graduating in May, a release from the June rent can be granted. Those students in a one-year program are eligible for the early release with appropriate documentation. This policy only applies to release from June rent.

Illegal Appliances: Personal appliances which may include washing machines and dishwashers, as well as space heaters, are not allowed in graduate housing. If there is a special need, it is necessary to talk with the appropriate manager. Air conditioning units are not permitted in the dormitories. Fines will be assessed for the discovery of an appliance and may include termination of the housing contract.

Individual Garden Plots are not allowed. University sponsored community gardens are permissible.

Key Policy: For the Graduate Apartments you pay a $10 deposit for each key that you request. Additional sets of keys are available and will also require the deposit. For safety, any lost or stolen keys will result in a lock change of the suite and/or room/unit door. Students will be responsible for the lock change fee.

Late Departure: All Graduate Housing contracts have an expiration date. Staying in the housing beyond this date is not permitted. Extenuating circumstances will require special permission from the manager in advance. Departure after the end date without permission will be subject to a daily fine which is assessed the student’s financial account.

Narcotics: I/We will not use, sell or distribute any narcotics or other controlled substances in, on, or around the premises or allow others to do so.

No Signs or Graffiti: I/We will not place, draw or write anything, including signs or advertising notices, on or have visible from the outside of the building or its common areas, windows, or doors, including those of the unit except in the areas, if any, designated by the University for this purpose.

Smoking: Graduate Housing is dedicated smoke-free housing. There are no exceptions for smoking within any Graduate Housing Building. If you must smoke, you must be 10 meters (approximately thirty feet) from the property. A fine for each occurrence noted will be assessed to the student account. Repeated infractions can result in termination of the housing contract.

Noise: I/We will not play loud music or televisions, musical instruments, or create other noises, which can be heard outside of my room or apartment. Quiet hours are to be respected from 10 PM to 8 AM.

Personal Property including bicycles, strollers, and children’s toys, shoes or grills may not be left at any time in hallways or stairways. No gas-powered vehicles may be stored, chained or repaired in the building.

Pets: Pets are not permitted in Graduate Housing. Confirmation that the pet policy has been violated will result in a daily fine until the issue is resolved and may include immediate termination of current contract.

Waterbeds are prohibited.

Recycling: I/We will adhere to the University’s recycling program.

Transfer/Room Change Policy: Transfer/room changes are permitted. Information on this policy will be provided each year prior to the end of the contract. Any interest to transfer during the contract year is subjected to availability and approval by the graduate Housing Office.
TV antennae or satellite dishes are prohibited. No wires or other implements of any kind may be placed on the outside of the building or through the hallways.

Security: I/We will keep my unit doors, building entry doors and windows within my unit secured. I will not affix additional locks or alarm systems to my room or apartment.

Sublet Policy: The Graduate Apartments Office allows for residents to sublet their apartment during the summer. Please review the university policy on subletting at http://gradhousing.yale.edu/forms.

I have read the Addendum Rules & Regulations and have agreed to them by signing this document.
Signature: ___________________________ Date: ____________
Signature: ___________________________ Date: ____________