

HOUSING CONTRACT AND INSTRUCTIONS

Reservation confirmation will be sent after the Housing Contract and payment are processed. Housing is assigned on a first-come, first-served basis. Space is limited and registration for the program does not guarantee housing. Students are encouraged to reserve a space early. Housing assignments vary in room and floor plans; we are unable to honor requests for specific room types. Summer guests are not allowed to bring or install their own air conditioning units.

To secure a room, return this form with the full fee indicated on page 24. Payment may be made by check, credit card, or money order payable to The New School. Please send separate payment for housing and tuition fees.

Applications for New York and Paris Mail to: Summer Housing, Office of Student Housing & Residence Life, The New School, 79 Fifth Avenue, 5th floor, New York, NY 10003. Questions regarding New York housing accommodations will be answered by Summer Housing at 212.229.5459 x3610 or summerhousing@newschool.edu.

HOUSING CONTRACT

1. OCCUPANCY AND USE. (a) Use: The resident agrees that the residence hall should at all times be used for dormitory purposes and occupied only by the resident assigned by The New School. (b) Check-in: summer guests are permitted to check in during the hours of 11:00 a.m. to 5:00 p.m. (c) Check-out: All residents must check out of the residence hall by 12:00 p.m. on the last day of occupancy. (d) Late check-out: The resident will be charged a daily rate of \$75.00 if he or she vacates after 12:00 p.m. (e) Students assigned to curfew buildings are not permitted overnight guests. Students 19 and older assigned to noncurfew buildings are permitted guest privileges on a very limited basis. You must check with the Office of Student Housing & Residence Life in advance to determine guest eligibility guidelines.

2. CANCELLATION AND REFUND POLICY. A resident who wishes to cancel this agreement must petition the director of Student Housing & Residence Life in writing at least two weeks prior to the requested cancellation date. Any refund of housing fees is determined by the schedule as outlined in this brochure. The \$250 housing application fee is forfeited in all instances. No refund will be made for any resident's late check-in or early departure. Once the cancellation request is granted, the resident must vacate the residence hall no later than 72 hours from the date of notification of approval of the cancellation request. Failure to vacate in a timely manner will result in additional penalties.

3. VACATING PROCEDURES. The resident agrees to vacate the residence hall at the time set forth by the Office of Student Housing & Residence Life or sooner if the resident shall be in default hereunder. The resident shall be responsible for all damages, direct or indirect, resulting from the resident's obligation under this agreement in any respect including, but not limited to, the cost of accommodations for each resident who would otherwise occupy the residence hall and all expenses, including legal fees incurred by The New School in connection with or as a result of the failure of the resident to vacate the residence hall or in connection with the removal of the resident from the residence hall.

4. REGULATIONS. It is the intention of the Office of Student Housing & Residence Life that the residence halls be a safe and comfortable home for all summer residents. There are a number of specific rules and regulations that must be adhered to, as well as a number of activities that cannot be tolerated. Any violation will be viewed by The New School as grounds for immediate removal, without refund, from the residence halls. The resident agrees to review and abide by all the policies and regulations of The New

School and the Office of Student Housing & Residence Life that are, or shall become, effective during the term of this agreement. These policies and regulations are included in the Housing Contract, the *Residence Hall Handbook*, and other publications distributed by The New School.

5. 18 YEARS OF AGE AND UNDER CURFEW REQUIREMENTS. Residents enrolled in Parsons Summer Intensive Studies who are 18 years of age or younger as of June 29, 2009, are subject to curfew requirements. This curfew has been established for residents' safety. The Office of Student Housing & Residence Life will enforce a 12:00 midnight curfew seven days a week for the duration of the summer program. Failure to observe this curfew will result in removal from the residence hall.

6. SMOKING REGULATIONS. The residence halls are smoke-free facilities. Smoking is not allowed in any area of the buildings, including bedrooms, hallways, and common areas, or within 25 feet of residence hall entrances.

7. BUILDING DAMAGES. The resident agrees to take reasonable care of the building and rooms used and to restore them to their condition as of the date of check-in, if necessary. The resident will be responsible for any costs resulting from damage to and/or loss of university property. All residents will share joint responsibility for loss or damages to common areas if guilty parties cannot be identified.

8. RIGHT OF ENTRY. The New School may exercise the following rights: (i) to enter any accommodation to which resident has been assigned pursuant to this agreement in order to inspect the premises for the purpose of health, management, safety, or compliance with applicable rules and regulations; (ii) to make building and room repairs during the time the resident has been assigned pursuant to this agreement; every effort will be made by The New School to minimize inconvenience, and wherever possible, advance notice will be given; (iii) to vacate any of the accommodations and require the occupants to move to other New School accommodations.

9. BUILDING REPAIRS AND CAMPUS CONSTRUCTION. Summer is the only time when major maintenance work, painting, and other building repairs can be performed in the residence halls. Be aware that painting, carpet replacement, facility enhancement, lighting projects, elevator repairs, and other similar work might affect residents. Major construction projects are scheduled to take place at various locations on and around the New School campus this summer. Any or all of these projects may cause noise, system interruptions, and access changes. We will make every effort to inform residents of any work that might affect their stay.

10. RIGHTS RESERVED BY THE NEW SCHOOL. The New School reserves the right: (a) of injunction and the right to invoke any remedy at law or in equity as if reentry, summary proceedings, and other remedies were not herein provided for, and the selection of one or more remedies shall not preclude The New School from any other remedy; (b) to conduct inspections to ensure health, safety, and general welfare of members of the university community or to maintain the physical security of university properties; access to residence halls by university staff will be generated as the university deems necessary; (c) at any time and for any reason, in its sole discretion, to change or cancel the residence hall assignment. The university is not liable for the loss of money or valuables by any person or for the loss or damage to any resident's property.

I have read the terms and conditions of the Housing Contract and I agree to abide by the terms and conditions as outlined in the contract.

Signature of Resident

Date

Signature of Guardian (If resident is under 19 years of age)

Date

Guardian's Full Name (please print)

SUMMER HOUSING APPLICATION

THE NEW SCHOOL

Parsons Summer Intensive Studies 2009

PLEASE PRINT

Last Name	First Name	Gender (M/F)	Date of Birth
Permanent Home Address		City/State/Zip	Country
Home Telephone	Fax	New School ID#	
Email Address			

PLEASE SELECT ONE OF THE FOLLOWING:

Location	Application Priority Deadline	Housing Fees
<input type="checkbox"/> New York (Session I) Check-in: Sunday, May 24; check-out: Saturday, June 20	April 1, 2009	\$1,900
<input type="checkbox"/> New York (Session II): 18 and younger Check-in: Sunday, June 28; check-out: Saturday, July 25	May 1, 2009	\$2,375 (includes meal plan)
<input type="checkbox"/> New York (Session II): 19 and older Check-in: Sunday, June 28; check-out: Saturday, July 25	May 1, 2009	\$1,900
<input type="checkbox"/> Paris (Four-Week Program) Check-in: Sunday, July 5; check-out: Saturday, August 1	May 1, 2009	\$1,900
<input type="checkbox"/> Paris (Two-Week Program) <input type="checkbox"/> Check-in: Sunday, July 5; check-out: Saturday, July 18 <input type="checkbox"/> Check-in: Sunday, July 19; check-out: Saturday, August 1	May 1, 2009	\$950
<input type="checkbox"/> Summer Studies in Architecture Check-in: Sunday, June 28; check-out: Saturday, August 1	May 1, 2009	\$2,375
Total Enclosed		\$ _____

Payment Method Check enclosed Charge to MasterCard, Visa, or American Express

Card No. _____ Exp. Date _____

Payment Note: Credit and debit cards often have limits on how much can be charged. Your bank may deny approval for a credit card payment if the card is issued by a non-U.S. bank. To ensure a smooth registration process, please check with your bank before submitting your credit card information. Also make sure the expiration date of the card is more than two months after the date you submit payment.

Damage Deposit

All guests of The New School are required to provide a credit card to cover potential damages to their rooms and/or common areas. The credit card will not be charged unless damages are incurred. Same credit card as above or Charge to MasterCard, Visa, or American Express.

Card No. _____ Exp. Date _____

Students 18 years of age or younger

Have you completed one year of college and resided in a college dormitory? Yes No

Special Circumstances

On a separate sheet of paper, please describe any special circumstances that the Office of Student Housing and Residence Life should be aware of and include it with your Housing Contract.

Please refer to the previous page for additional instructions and to sign the Housing Contract.

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

As amended in 1995 and 1996, with which The New School complies, was enacted to protect the privacy of education records, to establish the right of students to inspect and review their education records, and to provide guidelines for correction of inaccurate or misleading statements.

The New School has established the following student information as public or directory information, which may be disclosed by the institution at its discretion: student name; major field of study; dates of attendance; full- or part-time enrollment status; year and level; degrees and awards received, including dean's list; the most recent previous educational agency or institution attended; and addresses, phone numbers, photographs, email addresses, and date and place of birth. Students may request that The New School withhold release of their directory information by notifying the Registrar's Office in writing. This notification must be renewed annually at the start of each fall term.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their records.

1. The right to inspect and review the student's education records within 45 days of the day the university receives a request for access. Students should submit to the Registrar's Office, dean, head of the academic department, or other appropriate official written requests that identify the records they wish to inspect. The university official will make arrangements for access and notify the student of the time and place the records may be inspected. If the records are not maintained by the

university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading. Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the records, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the university decides not to amend the record as requested by the student, the university will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when he or she is notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic or research, or support staff position (including law enforcement units and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the board of trustees; or a student serving on an official committee (such as a disciplinary or grievance committee) or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by The New School to comply with the requirements of FERPA. The office that administers FERPA is:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-4605**