



**Department of Residence Life
Conventional Housing Application and Agreement**

Applicant Information (Please print neatly):

Full Name: _____ T#: _____

Date of Birth (MM/DD/YY): ____/____/____ Gender: M____ F____

Status: ____ Undergraduate Student ____ Graduate Student ____ Faculty/Staff

On Campus Address (if applicable): Residence Hall _____ Room # _____

Permanent Address: _____

City: _____ State: _____ Zip Code: _____

Home/Cell Phone No.: (____) _____ - _____ Email Address: _____

Personal Liability Insurance:

TSU is not responsible for items damaged, lost or stolen. Renters Insurance is recommended to protect your valuables. Do you have renters insurance? Yes/Already Has ____ Will Purchase ____ No, not purchasing* ____

Vehicle information:

Vehicle Make: _____ Vehicle Model: _____ Color: _____ License Plate# _____

Dates of Stay/Payment Information:

Requested Check In Date: _____ Projected Check Out Date: _____ Number of Days Residing: _____

Requesting Traditional Double Occupancy Room: _____ Single Space/Private Room in Apartment: _____

Eligible Rate: _____ / day / month (please circle)

YOU CANNOT OCCUPY A SPACE WITHOUT PRE-PAYMENT. If your application is approved, you will be given an invoice for payment.

Meal plans must be purchased separately through Aramark Dining. Will you be purchasing a meal plan? _____

Signature of Applicant for Conventional Housing: _____

Date: _____

Signature of Housing Representative: _____

Date: _____



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TSU Department of Residence Life Regulations:

1. All conventional housing residents must attend a housing orientation session and abide by all campus housing rules as identified in the TSU Student Handbook, Guide to Residential Living, and other instructions distributed at check in.
2. All occupants must display university identification cards and/or temporarily issued university visitor identification cards at all times when on campus.
3. All persons utilizing campus parking spaces for vehicles must comply with the university’s parking guidelines as outlined by campus policy.
4. The uses of the following objects are not permitted in any Tennessee State University (TSU) facility: firearms, fireworks, and alcohol or illegal substances. Smoking is not permitted in any TSU facility. Tennessee State University is a “Smoke free” campus.
5. Pets, with the exception of goldfish, are NOT allowed in the buildings or on the premises.
6. Overnight guests are not permitted.
7. Changes or alterations to the rooms are not permitted.

General Conditions:

1. All residents are responsible for the condition of their assigned room/apartment. TSU Department of Residence Life reserves the right to assess charges for damages resulting from the unauthorized use or alterations of the rooms, equipment, or buildings. TSU Department of Residence Life also reserves the right to collect charges for special cleaning necessitated by the improper care of rooms or equipment. Each resident will inspect his/her room and sign the appropriate forms at check-in.
2. Upon check-out of the resident’s assignment, the resident will return all keys to the residence facility designated staff and complete all necessary forms.
3. The resident agrees to indemnify and hold harmless TSU Department of Residence Life from any and all suits, claims, demands, liabilities, costs and expenses, including reasonable attorney’s fees resulting from or arising out of any injury to the resident or the resident’s dependents, the resident’s personal property or the property of others while in possession of the resident during the term of their stay occurring through no fault of Tennessee State University.

Health and Safety Inspections:

1. Inspection of rooms for sanitary and safety conditions as well as assessment of property damage can be performed only by employees of the Department of Residence Life.
2. TSU reserves the right to permit appropriate officials to search rooms/apartments in which there is reasonable cause to believe the occupant(s) has concealed within the room property that is in violation of TSU policy and regulations.

Security:

1. Please note all TSU residence halls/apartments are locked 24/7 for security purposes; however, residents must use their FOB (keyless entry device for entry).
2. All visitors must sign in at the front desk and are only permitted during visitation hours.
3. In the event of any security concerns, the TSU Department of Residence Life may cancel visitation hours or limit access to the facilities.
4. Room keys and FOBs are assigned to specific residents; therefore, are not transferrable. Please report lost or stolen room keys or FOBs to your residence hall/apartment staff. The resident will be required to make a report with campus police.

I acknowledge that I have read all terms and conditions of this Conventional Housing Agreement and comply with the conditions stated therein.

Signature of Applicant for Conventional Housing: _____

Date: _____

Signature of Housing Representative: _____

Date: _____