Residence Hall Contract
Manhattan Christian College • Student Development Office

This application needs to be completed by the student enrolling at MCC, not a parent or guardian.

All Freshmen and Sophomore students are required to live in our residence halls. The Student Development Office makes final decisions on all room assignments. Responses on your application only indicate preferences and although an attempt will be made to accommodate all requests, there is no guarantee they will be met.

Requirements for Securing Campus Housing
Securing campus housing includes the following stipulations:

1. To secure a room for the upcoming academic year, you must do all of the following:
   A. Complete the Residence Hall Application, Housing & Dining Contract and Meningitis Vaccination Record/Waiver.
   B. Pay your security deposit. You can send a check with your residence hall application or pay online.
   C. You must be a full-time, degree-seeking student or enroll in six credit hours each semester you reside in the residence hall.
   D. Applications will not be processed until all items for A and B are submitted to the Student Development Office.

2. Full-time, degree-seeking students will have first priority as will those whose Residence Hall Applications are received by June 1 for the fall semester. The deadline for turning in your Residence Hall Application is August 1 for the fall semester. We will not accept any Residence Hall Applications after these dates!

3. Spring semester applications must be received by January 2.

Roommate Requests
Every effort will be made to pair students who wish to room together. This will be accomplished provided:

1. The request is mutual; that is, that each student requests the other(s) on the application.
2. All request the same housing facility.
3. There is space for these individuals in the facility requested.

Roommate Assignments
Rooms are furnished for double or triple occupancy. Any student who has not chosen a roommate will be paired with another student matching as many items as possible from the assignment information sheet. The earlier we receive your residence hall application, the better chance you have of being placed in a two-person room. However, this does not guarantee it.

Your name, hometown, home/cell phone number, and email address will be shared with your future roommate as well as your Residence Hall Assistant.

Security Deposit
We require a security deposit to be submitted with every application in order to start your housing assignment process. This deposit is for cleaning, any damage incurred, and keys. Refunds will be mailed at the end of the year after the rooms are inspected by supervisors and checkout sheets are returned to the Business Office. If you plan to continue living in the residence halls the following year, the deposit will be held over. If you decide to not attend MCC or return after a semester, please refer to the Cancellation Policy on page two for rules regarding security deposit refunds.

Security Deposit Fee
The security deposit fee is $125.00 until June 1 for the fall semester and November 30 for the spring semester. A non-refundable late fee of an extra $50 will be charged for those applications received after June 1 or November 30 for a total of $175.00.
Meningitis Vaccination Record/Waiver
Following the recommendation from the Centers for Disease Control and Prevention, MCC requires all students residing in campus housing to be vaccinated for meningitis or to sign a waiver indicating that you refuse to take the vaccine. You must have a medical provider complete your record or sign the waiver that is attached to this application. Your application will not be processed until this information is received with your application and security deposit.

Cancellation Policy
Your application may be cancelled at your written request to the Student Development Office under the following conditions:

1. If the written request is postmarked on or before June 1 (November 30 for spring semester) your security deposit will be refunded.

2. If you cancel after June 1 (November 30 for spring semester) your security deposit will not be refunded.

3. Students must vacate within 48 hours of withdrawal or dismissal.

4. If you choose not to return to MCC for the spring semester of the academic year, you must notify the Student Development Office by January 2, of that Spring semester or your security deposit will not be refunded.

What to Send or Complete Online
- Residence Hall Application
- Housing and Dining Contract
- Security Deposit
- Meningitis Vaccination Record/Waiver

Upon receipt of your application, housing and dining contract, security deposit and meningitis vaccination record/waiver, a confirmation will be sent via e-mail or postal mail.

Your application will be processed once all of the above information and deposit is submitted to the MCC Student Development Office.

Additional Questions
Questions concerning general information regarding the residence halls, room assignments, or roommate choices should be directed to the office of:

MCC Student Development Office
c/o Housing and Dining Services
1415 Anderson Avenue
Manhattan, Kansas 66502-4030
785.539.3571
Please print or type responses. This application needs to be completed by the student enrolling at MCC, not a parent or guardian. Answer all questions and return with your Security Deposit, Housing and Dining Contract, and Meningitis Vaccination Record/Waiver. Your responses will be used as a basis for selecting a roommate and for your housing assignment.

1. Full Name: ____________________________________________
   First               Middle               Last

2. Preferred Name:__________________________________________

3. Male □          Female □          Date of Birth: _____________
   mm/dd/yy

4. Home Address: ___________________________________________
   City     State   Zip Code

5. Home Telephone: (          )            Cell Phone: (          )

6. E-mail Address: __________________________________________

7. Person to be notified in case of accident or illness:
   Name       Relationship     Phone # _____________

8. High School Graduation Date: ______________________________

9. College Academic Classification: Freshman □  Sophomore □  Junior □  Senior □  Transfer □

10. Intended Major: _________________________________________
    Undecided □  Dual-Degree with KSU □

11. The approximate population of my hometown is:_____________. Or, I come from a rural area of __________ people.

12. What church are you from: ________________________________

13. What denomination is your home church:  Assemblies of God □  Baptist □  Catholic □  Christian Church □
    Disciples of Christ □  Methodist □  Non-Denominational □  Presbyterian □
    Other: ________________________________________________

14. Briefly describe your church involvement: ____________________

15. My current (or high school) grade point average is ________. SCALE ________

16. I would prefer a roommate who would keep the room neat and clean. Yes □  No □

17. I like to stay up late at night (past midnight). Yes □  No □

18. I usually get up early in the morning (before 8:00 a.m.) Yes □  No □

19. Do you consider yourself to be a fairly social person? Yes □  No □

20. How do you consider yourself? Extrovert □  Introvert □  Somewhere in between □

21. List three hobbies that you enjoy: _________________________

22. Do you have any physical condition which would require consideration? (i.e. knee surgery so you want 1st floor.) ____________________________

23. Give details of any physical, mental or emotional problem(s) you have had in the last five years: ________________________________

24. List any medications you are currently taking: ________________________________

25. If available, would you like to be in a quiet, study-intensive suite/floor? Yes □  No □

26. Other specifics you would like us to consider in matching you with a roommate: ____________________________

27. Roommate Choice(s): ______________________________________
1. I will accept a space in MCC housing and agree to one of the following dining service options:
   a. 10 Meal Plan $3178 per semester*
      Allows you to eat 10 meals each week in the Campus Center Monday through Sunday at meal times only.
   b. 15 Meal Plan $3528 per semester*
      Allows you to eat 15 meals each week in the Campus Center Monday through Sunday at meal times only.

2. I agree to pay a **security deposit** according to the fee schedule on page one of the Residence Hall Application. I understand that I will receive my deposit back realizing that any or all of my deposit may be withheld by MCC if I fail to turn in my key(s), damage MCC property, fail to clean my room properly before leaving or owe the college money for any reason.

3. I promise to pay promptly for any damages or other charges that might be billed to me.

4. I agree that this contract is for both housing and dining and is in force for the entire academic year. Housing and dining services will be closed during official recesses as indicated on the college calendar. Students must vacate one day after classes end each semester except by special permission from the Vice President for Student Life and/or the Director of Student Development.

5. I agree that MCC may reassign or adjust occupancy of rooms and may permit other use of rooms during an event of an epidemic or disaster. Food and facilities to be furnished under this contract are for the use of the person to whom this contract is issued. Transfer or sharing with any other person is not permitted.

6. I agree to allow periodic visits to my room by authorized personnel to determine that the college property is being maintained satisfactorily to insure the protection of the health and safety of residents.

7. I agree to make no claim against MCC or its employees for loss of private property or for personal injury rising out of my use of the housing facility.

8. If I do not complete the required procedure for vacating the room within 24 hours after completion of the last final examination each semester or when the contract is canceled, I will be assessed appropriate charges based at the academic year guest room daily rate.

9. I agree to abide by all Manhattan Christian College rules and regulations (see Student Handbook) and those established for the residence halls and understand that my contract may be canceled if I engage in disruptive or un-Christian behavior.

10. Rooms will be assigned on a first come, first serve basis. Students living in MCC housing must be degree seeking or taking six credit hours per semester. Priority will be given to full-time, degree-seeking student Residence Hall Applications received prior to June 1, of the upcoming fall semester.

11. I understand that my security deposit will roll over to my second year of residence hall living when I return to MCC the following year.

12. In the event that I do not return to MCC my second year as a student living in the residence halls, I will notify the Student Development Office in writing by June 1 (November 30 for spring semester) or I will forfeit my entire security deposit.

13. I have read and agree with the contract cancellation guidelines set forth on the Residence Hall Application.

*Figures shown are for the 2011-2012 academic year. These figures are subject to change.*
Meningitis Health Information Facts, Policy and Waiver Information

To reduce the spread of bacterial meningitis among the student population, Manhattan Christian College requires all students living in campus housing after August 2006 to receive the meningitis vaccination. All students living in campus housing must either provide written documentation of immunization by a medical provider or sign a waiver to indicate they have been informed about the disease and vaccine and have chosen not to be immunized. Non-compliant students will not be allowed to move into campus housing until the compliance is documented with the Student Development Office. Manhattan Christian College encourages all other students to consider vaccination as well as to become knowledgeable about meningitis and its symptoms in order to reduce their personal risk.

What is meningococcal meningitis?
Meningococcal meningitis is a severe bacterial infection of the bloodstream and meninges (a thin lining covering the brain and spinal cord). It is a relatively rare disease and usually occurs as a single isolated event. Cluster of cases or outbreaks are also possible.

Who gets meningococcal meningitis?
Anyone can get meningococcal meningitis, but it is more common in infants, children and young adults. Also, college freshmen who live in dormitories have a slightly higher risk of getting this infection than others their age.

How is the germ that causes this type of meningitis spread?
The meningococcus germ is spread by direct close contact with nose or throat discharges of an infected person. Many people carry this particular germ in their nose and throat without any signs of illness, while others may develop serious symptoms.

What are the symptoms?
Although most people exposed to the meningococcus germ do not become seriously ill, some may develop fever, headache, vomiting, stiff neck and a rash. Up to 25 percent of patients who recover may have permanent damage to the nervous system. The disease occasionally causes death.

How soon do the symptoms appear?
The symptoms may appear two to 10 days after exposure, but usually within five days.

When and for how long is an infected person able to spread the disease?
From the time a person is first infected until the germ is no longer present in discharges from the nose and throat, he or she may transmit the disease. The duration varies among individuals and with the treatment used.

What is the treatment for meningococcal meningitis?
Certain antibiotics are very effective in eliminating the germ from the nose and throat. Penicillin is the drug of choice for meningitis.

Should people who have been in contact with a diagnosed case of meningococcal meningitis be treated?
Only people who have been in close contact (household members, intimate contacts, health care personnel performing mouth-to-mouth resuscitation, day care center play-mates) need to be considered for preventive treatment. Such people are usually advised to obtain a prescription for rifampin for the physician. Casual contact as might occur in a regular classroom, office or factory setting is not usually significant enough to cause concern. People who think they have been exposed to meningococcal infection should contact their local health department to discuss whether they should receive preventive treatment.

Is there a vaccine to prevent meningococcal meningitis?
Presently, there are two vaccines that will protect against several of the strains of the meningococcus germ.

Meningitis Immunization Record--To Be Completed By Medical Provider

Patient Information (please print):

Full Name:__________________________ First _____________ Middle _____________ Last _____________

Male □  Female □  Date of Birth:_______ mm/dd/yy

Home Telephone: (_____ ) ___________ Cell Phone: (_____ ) ___________

First Date of Attendance at Manhattan Christian College (mm/dd/yy):__________

MENINGOCOCCAL MENINGITIS
Required for Manhattan Christian College Campus Housing. See page 1 on the Residence Hall Application.
Circle, sign and date type administered

MENACTRA
Meningococcal Polysaccharide Diphtheria Toxoid Conjugate Vaccine Groups A,C,Y and W-135 Combined MCV4

MENOMUNE
Meningococcal Polysaccharide Vaccine Groups A,C,Y and W-135 Combined MPSV4

Medical Provider Signature ____________ mm/dd/yy

Waiver of Meningococcal Meningitis Immunization (Does Not Receive Vaccination)

I have chosen not to be immunized. My signature below signifies that I have received and read the material provided to me on meningitis by Manhattan Christian College.

Signature of Student-REQUIRED ___________________________ Date ____________

Signature of Parent or Guardian, if student is under 18 years of age ___________________________ Date ____________