

UNIVERSITY OF NORTH FLORIDA HOUSING AND RESIDENCE LIFE
FALL 2018/SPRING 2019 CONTRACT CANCELLATION TIMELINE and ASSOCIATED FEES

Cancellation prior to April 15, 2018 - Cancellation with no penalty; \$100.00 Processing Fee non-refundable

Cancellation April 15, 2018 – July 14, 2018

If enrolled, \$300.00 Cancellation Fee + \$300.00 Prepayment Forfeited = total amount due to cancel contract

If not enrolled, \$300.00 pre-payment forfeited

Cancellation July 15, 2018 – August 13, 2018

If enrolled, \$1,400.00 Cancellation Fee + \$300.00 Prepayment Forfeited = total amount due to cancel contract

If not enrolled, \$300.00 pre-payment forfeited.

Cancellation after August 13, 2018 (No cancellation)

If enrolled, Student assessed 100% of Contract Sum (no cancellation)

If not enrolled, \$300.00 pre-payment forfeited.

The \$100.00 Processing Fee is not refundable for all Housing Contracts.

1. **CONTRACT CANCELLATION AFTER FACILITY OPENING:** Unless the Contract is canceled prior to established deadlines as set forth in chart above, the Contract may not be terminated without approval of the Director. The granting of a release from the Contract is NOT automatic, is rare and falls completely within the discretion of the Director. In the event of termination of occupancy without approval, Student's obligation to pay rent will continue as long as the Student is enrolled at UNF or FSCJ during the contract term. If Student does not enroll in classes at UNF or FSCJ, the Student's contract will be canceled and prepayment will be forfeited after the above dates.
2. **CONTRACT TERMINATION UPON STUDENT'S WITHDRAWAL FROM THE UNIVERSITY:** The Contract will automatically terminate upon the Student's withdrawal from the University or FSCJ, as the case may be, and written notification to the Department of such withdrawal. The Student is required to vacate their assigned space within 48 hours of withdrawal. Students continue to be liable for Contract Sum payment until Student provide written notification to the Department of withdrawal and the student has properly vacated facility. The Student's failure to provide written notification to the Department of withdrawal will result in the Student's continued responsibility to pay Contract Sum and all charges hereunder, despite Student's vacation of the room or apartment, until official notification of withdrawal is received by the Department or until the Contract is canceled by the Department. If the Student withdraws during the contract term, but fails to notify the Department, Student may be subject to University disciplinary action and/or denial of any future housing request or contract.

Notice of withdrawal must be made in writing directly to the Department. Notice made to other University offices does not constitute official notice of withdrawal from housing accommodations. If Student withdraws from University during the contract term and then re-enrolls during the same semester or term Student withdrew, the Contract shall remain valid. If, however, Student withdraws from University during the contract term and then re-enrolls during a subsequent semester or term, the Contract shall be null and void. The Contract remains valid for the contract term as long as there is no break in enrollment and except as otherwise provided in the Contract.

3. **TERMINATION AND/OR MODIFICATION OF CONTRACT BY UNIVERSITY:** Upon a default by Student of the Contract, the Director at their discretion may modify or terminate the Contract. Student shall be in default under the Contract if: Student has failed to pay the Contract Sum on time; Student has failed to remain formally enrolled in the academic program of University (or FSCJ, as the case may be); Student has engaged in actions or activities detrimental to the health, safety, welfare or security of self or other residents; Student has engaged in conduct that is disruptive to the residential community; Student has failed to comply with any federal or state law or University policy to include the Computer and Network Use Policy; or Student has failed to comply with any of the other terms of the Contract. Prior to the Director's issuance of a written Notice of Termination or Modification of the Contract, Student will be given notice of the proposed termination/modification and an opportunity to discuss with the Director the basis for any proposed modification or termination of the Contract. Modification of the Contract may include, but is not limited to, changing Student's room assignment, moving the Student to another on-campus housing facility or restricting the Student's access to housing facilities.

Upon the Director's issuance of a Notice of Termination, Student shall vacate the premises immediately or within such time period specified by the Director in the Notice of Termination, and Student will continue to be liable for the contract amount. If the termination is due to Student's academic dismissal or suspension from University, Student shall have 48 hours to vacate Student's room or apartment and will continue to be liable for the Contract Sum.