CALIFORNIA INSTITUTE OF TECHNOLOGY
UNDERGRADUATE STUDENT HOUSING LICENSE CONTRACT – SUMMER 2024

CALIFORNIA INSTITUTE OF TECHNOLOGY (“Institute”) through its Housing Office licenses:

Property (“Premises”): Property Offered (if known) – Address/Building Name: __________________________ Unit/Room #: __________________________

The Premises include, common areas, parking spaces (if any), and the Institute’s furniture, fixtures, appliances and equipment, if any.

**PREMISES**

This is a per bed License Contract. Licensee acknowledges that the Premises are intended to operate as a dormitory, owned and operated by the Institute, an accredited institution of higher education. Possession of the Premises is provided to those eligible as set forth hereinbelow (in the paragraph entitled “Eligibility”) with the primary purpose of serving Caltech students and providing dormitory housing to its students. Licensee agrees to accept Premises “as is” regarding furniture, fixtures, appliances and equipment. Licensee fee rebates will not be provided if the Premises do not include existing furniture, fixtures, appliances of higher education. Premise fees will be prorated to the date which check-out procedures are completed.

**TERMS**

This License Contract commences at 12:00 p.m. on June 16, 2024 and ends at 12:00 p.m. on August 25, 2024 or such other dates as may be determined by the Housing Office. Although the License Contract will expire on the designated License Contract End Date, Licensee will be charged for the Term dates and is prohibited from vacating the Premises until the Term dates have expired. There is a one-month minimum stay required by Licensee and any additional occupancy days beyond the Term dates will be charged at the daily rate. Licensee agrees to check in at the Housing Office at the commencement of this License Contract. The Institute reserves the right to change the terms and conditions of this License Contract upon thirty (30) days notice to Licensee.

Any notice required by the Institute to the Licensee concerning the terms of this License Contract shall be posted on the Premises, mailed to the Premises and/or sent to the Licensee’s registered Caltech email address.

**LICENSE FEES**

All license fees shall be charged to Licensee’s Bursar’s Account for the term, according to this schedule:

<table>
<thead>
<tr>
<th>Housing Type</th>
<th>License Contract Term Fee</th>
<th>Meal Plan Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caltech single, double or triple occupancy room</td>
<td>$3,063.00 ($42.76 per calendar day)</td>
<td>$565.00</td>
</tr>
</tbody>
</table>

Licensee agrees to pay additional fees:

- License Contract cancellation on or after June 16, 2024: $350.00
- Failure to complete check-out or room move procedures: $100.00
- Surcharge for staying past fifth (5th) day of effective date for academic ineligibility, withdrawal or sabbatical: $300.00/day (noon each day)

Failure to vacate Premises by Licensee Contract revocation date or expiration date: $300.00/day (noon each day)

**ELIGIBILITY**

This License Contract will be extended to those individuals who have been approved by the Housing Office and the Undergraduate Dean’s Office of the Institute, and who are currently eligible for Spring Term 2024-2025 housing assignment. There is a one-month minimum stay required by Licensee and any additional occupancy days beyond the Term dates will be charged at the daily rate. Licensee agrees to check in at the Housing Office at the commencement of this License Contract. The Institute reserves the right to change the terms and conditions of this License Contract upon thirty (30) days notice to Licensee. Any notice required by the Institute to the Licensee concerning the terms of this License Contract shall be posted on the Premises, mailed to the Premises and/or sent to the Licensee’s registered Caltech email address.

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**SUMMER STORAGE PERIOD BEYOND AUGUST 25, 2024**

Any Licensee requesting housing past August 25, 2024 must have a Fall 2024-25 housing assignment. In such event, the terms of this License Contract shall be extended until the commencement of the term of the new License Contract. Any eligible Licensee must submit a “Summer Extension/Storage Form” with the Housing Office, and move into their Fall 2024-25 housing assignment between August 24-26, 2024 (when available) if that assignment is different from their Summer 2024 housing assignment.

**ROOM MOVES**

Before a room move is implemented, it must be approved by the Housing Office. If the room move is not approved by the Housing Office, a fine of $100.00 will be charged to Licensee(s). Licensee must fully vacate the previous housing assignment and move into the new housing assignment within one (1) day. Upon completion of move, Licensee must submit a room move form and complete proper check-out procedures as outlined in this License Contract.

**RELOCATION**

Licensee is not guaranteed any particular Premises assignment. Licensee agrees to temporarily relocate for a reasonable period to allow for furnishing or other repairs to the Premises. Licensee may be asked to permanently relocate by the Institute. If Licensee moves permanently or temporarily to a different Premises assignment, the terms of this License Contract is still in effect. In such event, the permanent or temporary assignment as designated by the Institute, will be charged to Licensee in accordance with the License Fees set forth in this License Contract.

**ROOM FEES**

Licensee agrees to abide by the Code of Conduct (http://codeofconduct.caltech.edu/), all Institute Policies and Procedures, and all applicable Municipal, State and Federal Laws. While California law has legalized possession and use up to one ounce of marijuana by adults 21 and over; the possession and use of marijuana is prohibited under the Federal Controlled Substances Act. In addition, possession and use on campus is restricted by the Drug Free Workplace Act and the Drug-Free Schools and Communities Act, and by the Institute’s Substance Abuse policy (https://hr.caltech.edu/documents/49-citpolicy_substance.pdf).

**AVACATING THE PREMISES**

Licensee shall vacate the Premises on the expiration of the License Term or upon revocation of this License Contract, whichever occurs first.

**SUMMARY MASTER ROOM MOVE PERIOD FOR STAYS PAST AUGUST 25, 2024**

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NO SMOKING POLICY. Licensee will not smoke in or around the Premises and agrees to keep the Premises (including use of e-cigarettes) smoke free. (Ord. 8.78.085 - Reduction of drifting tobacco smoke in multi-unit housing - http://library.municode.com/ca/pasadena/codes/code_of_ordinances?nodeId=TTHESA_CHS_78T0USPFR_8.78.08REDRTOSMMLTHU).

ENTRY BY THE INSTITUTE. The Institute may enter Premises at reasonable times and on reasonable notice prior to such entry for purposes of inspection, maintenance, repair, altering or adding to the Premises, without notice for the purposes of: life-safety inspections (e.g. smoke detectors), upon reasonable suspicion of violation of any terms and conditions of this License Contract, or in the Institute's reasonable discretion for any other reason. Licensee will not have any liability for the actions of roommates(s) or guests that the Institute has the reasonable belief are abusing or misusing the License Premises.

REFUNDS after Licensee's check-out or License Contract expiration or revocation. Use the Premises and parking spaces (if any) may be subject to the Institute and will constitute a violation of theLicense Contract.

CHECK-IN PROCEDURES Licensee and Licensee's guests or invitees, will be so charged to Licensee, including the cost of repair to or clearing of waste pipes and drainages which were not provided or not intended for the system for which the system was not intended. Licensee will also be charged for the cost of repair or replacement of damaged or missing furniture, fixtures, appliances or equipment and the re-assembly of furniture. The Institute shall not be liable for failure to make any repair unless Licensee has given to the Institute written notice of the need for repair and the Institute has had a reasonable amount of time to make the repair. Upon expiration or revocation of this License Contract, Licensee shall return the Premises to the Institute in the same condition as received reasonable wear and tear, as determined by the Housing Office.

ALTERATIONS. Licensee may not make, nor suffer to be made, any alterations to the Premises, or any part thereof, without the Institute's prior written consent. Without limitation, "alterations" include painting, removing furniture or fixtures, installing antenna or satellite dish, placing or displaying signs, or using the Premises for any purpose other than those for which the Premises were intended, and interfering with or removing Institute-supplied furniture, fixtures, appliances or equipment, if any.

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The student vaccination policy may change as circumstances dictate, and Licensee will be expected to remain cognizant of, and comply with, any policy changes. Failure to comply with this policy is grounds for termination of this License Contract.

By signing below, I agree to the terms stated above.

Signature of Licensee: ___________________________________________ Date: __________________

Signature of Parent / Legal Guardian: ______________________________________ Date: __________________

(Required if Licensee is under eighteen (18) years of age)

CALIFORNIA INSTITUTE OF TECHNOLOGY By: ______________________________________ Date: __________________