



# 2025 - 2026 Housing Contract

## 1. CONTRACT

The Housing Contract will be deemed binding on both parties for the full academic year when the student's digital agreement is received by Residence Life & Housing. By agreeing to the Housing Contract, the Student agrees to abide by all terms of the Housing Contract and the University's [Community Standards](#), which detail the expectations of the Student to act as a responsible member of the University community, as well as federal, state, and local laws, regulations, and ordinances.

The Housing Contract grants the student a limited license to use and occupy an assigned room under the terms and conditions in this Contract without establishing a landlord/tenant relationship or vesting any property interests in the student. This Contract may not be assigned or transferred to another person (via sublet or any other transfer method).

Upon agreeing to the terms of the Housing Contract, students are obligated to the full financial value of the contract term.

The University reserves the right to modify its procedures, obligations, regulations, and any portion of the Housing Contract and/or Residence Hall Policies and Procedures (Section III of the [Community Standards](#)) at any time.

## ELIGIBILITY

- A. The Student must be enrolled for a full credit-hour load (at least 12 credits) at Loyola University Maryland for each semester (fall and spring) covered under this Contract.
  - a. Exceptions to this requirement must be requested in advance in writing and approved via the Reduced Course Load Request form.
  - b. A Student who is enrolled in less than a full credit-hour load and has not been approved for an exception will be required to vacate their assigned room.
- B. The Student must be in good behavioral standing with the University (i.e., not have received a sanction from the Office of Student Conduct that prevents them from living in University-operated housing).
- C. The Student must complete [Health Requirements](#) with Student Health Services.

## 2. OCCUPANCY

The Contract is for the academic year covering Fall and Spring semesters. Any contract signed for the Spring semester shall be in effect for that semester only.

- A. The dates of occupancy for the 2025-26 academic are as follows. Dates are subject to change based on University operational needs.
  - a. **Fall Semester**
    - i. Anticipated Move-In Dates
      - 1. *New Students*: Thursday, August 28, 2025
      - 2. *Returning Students*: Saturday, August 30, 2025, **OR** Sunday, August 31, 2025
    - ii. Anticipated Move-Out Dates
      - 1. 24 hours after the student's last final exam but no later than noon on Sunday, December 21, 2025
  - b. **Spring Semester**
    - i. Anticipated Move-In Date
      - 1. Saturday, January 10, 2026

- ii. Anticipated Move-Out Dates
    - 1. *Student is NOT graduating*: 24 hours after the Student's last final exam but no later than noon on Friday, May 8, 2026, whichever comes first.
    - 2. *Student is graduating*: Saturday, May 16, 2026
  - c. The Student agrees to arrive no earlier than their assigned appointment time for any move-in period.
  - d. Any Student who arrives or departs the halls outside of their approved date will be charged an Improper Check In/Out Fee of \$ 75 per day.
- B. Winter Break Period: Sunday, December 21, 2025 to Saturday, January 10, 2026
- a. **Residence Halls will be closed and inaccessible during the Winter Break. The Student is expected to vacate their room assignment during this period but may leave personal belongings if they are returning to their assigned room for the Spring semester.**
  - b. If a Student is in need of housing during the Winter Break Period they must submit a request. If the Student's request is approved for Winter Break Housing, there will be an additional housing charge.
- C. Contract Extensions: Student may request occupancy for Fall or Spring semester(s) outside of the dates outlined in Section 3.A. All requests for occupancy outside these dates must be approved by Residence Life & Housing. Students will be responsible for a \$50 per night additional fee if the Contact Extension Request is approved.
- a. Fees may be waived if the Student is approved through a department-sponsored group (ex. Resident Assistants, Evergreens, pre-Fall participants).

### 3. RATES AND PAYMENTS

- A. The student agrees to pay the University occupancy fees at the applicable Room and Board Rates (Appendix A). In return, the University grants the student permission (license) to occupy an assigned residence in Loyola University Residences during the Contract Period.
- B. Upon the Student's assignment to a Residence and except as otherwise specified in this Contract, the student is obligated to pay the full amount of Room and Board Fees assessed for the Contract Period according to the schedule of payment deadlines published by the University.
  - a. Financial arrangements for payment of Room and Board Fees must be made with the Student Administrative Services Office.
  - b. Failure to comply with payment deadlines may result in late payment fees, removal from the Residence, and/or, University sanctions regarding cancellation of registration and withholding of grades, diplomas, and transcripts.
  - c. Information about payment of Room and Board Fees may be obtained from [Student Administrative Services](#).
- C. Any new Student will be charged a \$300 damage and room clearance deposit (Damage Deposit). The University will retain the Damage Deposit for the student's continuous residency status. The Damage Deposit does not apply to current or future Room Fees, except upon cancellation of the student's residency status. Any damage charges are determined and deducted from the Damage Deposit. The student is responsible for payment of any damage or room clearance charges that exceed the amount of the Damage Deposit. At the conclusion of the Student's residency status or upon cancellation, the Damage Deposit will be credited to the student's account (minus outstanding damage charges) after a final inspection of the Student's room assignment.

### 4. ROOM ASSIGNMENTS, CHANGES, AND CONSOLIDATIONS

- A. If a Student needs a housing accommodation related to a disability, the student must apply through Disability and Accessibility Services (DAS). details of this application process can be found on the [Housing Accommodations Process](#) page of [DAS's website](#).

- B. This Contract does not guarantee a student a specific assignment, roommate, placement preference, or compatibility.
- C. The University reserves the right to select the specific bedroom and building to assign to the student, to assign other occupants to the unit, and to reassign (move) the student to another bedroom or unit at any time.
  - a. The University reserves the right to change room assignments, temporarily or permanently, if necessary for safety, health, vacancy of the room by another occupant, or other reasons as determined by the Director of Residence Life & Housing.
- D. Room Change Requests will only be accepted during a specific window in each semester. All Room Change Requests will be reviewed by Residence Life & Housing staff for approval.
  - a. Unauthorized room changes may result in termination of this Contract, a disciplinary sanction including a monetary fine, or both.
- E. The University reserves the right to assign residence hall rooms and other units/spaces to make the most effective use of available space, to use unallocated space (including lounges) in any University-operated housing, and to utilize double rooms for triple occupancy in overflow situations. The University also reserves the right to later reduce the number of students assigned to a room, lounge, or other accommodation.

## 5. RIGHT OF ENTRY AND SEARCH

- A. The University reserves the right to enter any student's room or unit without notice to (a) inspect for the condition of the room and compliance with health and safety regulations; (b) repair, maintain, or clean; (c) respond to reported or perceived emergencies; (d) pack and move student personal property upon termination or cancellation of the Housing Contract; (e) enforce University policies; and (f) ensure that the building is vacated in fire drills, during break periods, and in health and safety emergencies.
  - a. Authorized representatives of the University may address violations of University policy discovered upon entering a Student's room or unit.
- B. Per section I.B.1.f of the [Community Standards](#), the University reserves the right to conduct a reasonable search of a student or areas under the Student's control, without notice, in emergency situations, for spot inspections, in cases of suspected or alleged violation of University policy, or for such other purposes as are reasonably necessary to ensure the comfort, safety, and protection of members of the Loyola community.
  - a. Students may request the return of confiscated property through the Director of Public Safety. The decision to return property is at the discretion of the University.
  - b. Property that is illegal or against University policy will not be returned.

## 6. FURNISHINGS, ROOM CONDITION, PERSONAL PROPERTY, AND DAMAGES

- A. The University agrees to furnish each residence with basic furniture, generally a twin bed, desk, and dresser. Space layouts and furniture setups are based on specific rooms and may be affected by the physical aspects of the building and fire safety and/or health and safety considerations.
- B. The Student is responsible for the general condition of their room/unit and its contents. The Student must follow all guidelines and instructions with regard to maintaining their room in a safe condition. Students must report any health or safety or facilities issues present in their room to their Area Coordinator or Facilities Management (via a Work Request) immediately after the student becomes aware of the issue.
- C. The Student agrees to submit a completed Room Condition Report (RCR) indicating the condition of their assigned room/unit, its fixtures, and furnishings to Residence Life & Housing within seven (7) days after check-in. Failure to submit this form within the time specified shall constitute conclusive proof of acceptance by the Student of the residence, its fixtures, and furnishings as being in good condition.
- D. The Student is responsible for their personal property at all times.

- a. The University assumes no responsibility for property left at the end of the Student's term of residency. Residence Life & Housing reserves the right to remove possessions left on the premises by the Student after the term of residency ends at the Student's expense.
- E. The Student agrees to pay for the repair of any damages beyond normal wear and tear to restore the residence, its fixtures, and furnishings to the condition noted on the completed forms.
  - a. Charges for Community Damage (to corridors, elevators, stairwells, bathrooms, common areas, etc) may be apportioned amongst all students assigned to the building unless the responsible party is identified.
  - b. Students will be notified of damage charges assessed when the Student vacates their assigned room (generally at the end of the semester). The Student will be informed of the damage appeal process and the deadline at that time.

## 7. INSURANCE

- A. The University is not responsible for theft, loss, or damage to the Student's personal property and encourages all students to carry appropriate personal insurance.
- B. GradGuard is the preferred provider for renter and liability insurance for students who would like to protect their belongings. The Student can sign up for insurance with GradGuard in the housing application or on [GradGuard's website](#).
- C. If the Student does not obtain liability insurance, parents/legal guardians should inquire with their homeowner's insurance whether or not their coverage may be extended to cover the Student's liability at the University.

## 8. TERMINATION OF CONTRACT

A Student may be removed from the Residence Halls and the Housing Contract terminated (a) as a result of disciplinary action; (b) for failure to comply with the terms of the Housing Contract; (c) for disenrollment from the University due to academic dismissal; (d) withdrawal from the University; or (e) leave of absence; (f) graduation.

- A. Fall to Spring
  - a. The Student's Room and Board fees will be refunded for the Spring Semester
- B. Within the same semester:
  - a. Upon termination of the Housing Contract, the Student is required to leave their room assignment within 24 hours of notification of cancellation.
  - b. *Within* the first five weeks of the semester, the Student is eligible for a Refund based on the University's [Refund Policy](#):
    - i. 100% of the Room fees for the semester will be adjusted for cancellation before the first day of the semester.
    - ii. 80% of the Room fees for the semester will be adjusted for cancellation before two completed weeks.
    - iii. 60% of the Room fees for the semester will be adjusted for cancellation before three completed weeks.
    - iv. 40% of the Room fees for the semester will be adjusted for cancellation before four completed weeks.
    - v. 20% of the Room fees for the semester will be adjusted for cancellation before five completed weeks.
  - c. After the fifth week of the semester, The Student will be responsible for Room and Board fees for the semester in which the contract termination occurs.

## 9. FORCE MAJEURE

The University shall not be responsible for any failure or delay in the performance of any obligation of the Housing Contract due to any force majeure event. For purposes of the Housing Contract, the term “force majeure event” shall mean fire, earthquake, flood, act of God, strikes, work stoppages or other labor disturbances, riots or civil commotions, litigation, war or other act of any foreign nation, plague, epidemic, pandemic, other public health emergencies, order or power of government or governmental agency or authority, or any other cause like or unlike any cause mentioned above, which is beyond the control or authority of the University. If the Housing Contract is terminated due to a force majeure event, the student may be eligible for a refund of Room and Board per the Refund Policy (detailed in Appendix B).

## 10. CANCELLATION REQUESTS

A Student who wishes to cancel the housing contract must submit a Contract Cancellation Request. Submission of a Contract Cancellation Request does not guarantee approval. A Student should include all details pertinent to their reason for the cancellation request, submitting any supporting documentation available.

- A. Each request and any supporting documents will be reviewed by the Associate Director for Housing Operations and/or the Director of Residence Life & Housing to determine if the request meets the following reasons for cancellation:
  - a. Leave of absence for the Fall semester after the Housing Contract has been signed
  - b. Induction into military service or military absences necessitating a change in residence
  - c. Internships or practicum requirements that necessitate residence away from campus if the student will not return to the Residence during the remainder of the Contract Period
  - d. Extenuating circumstances or demonstrated need other than voluntary withdrawal from the University following the execution of the Contract, including:
    - i. Unforeseen financial hardship
      1. The Student must have already consulted with Financial Aid regarding remedies that would allow the Student to fulfill the terms of the Contract
    - ii. Unexpected medical/health concerns
      1. In most instances, a Student citing medical concerns in their request will be referred to Disability and Accessibility Services
- B. Cancellation request submissions must be submitted by the following deadlines:
  - a. **August 1<sup>st</sup>**: Cancellation requests for the full contract (Fall and Spring Semesters)
    - i. Submissions after the first day of classes will not be processed until the next cancellation period.
  - b. **December 1<sup>st</sup>**: Cancellation requests for the Spring semesters
- C. If a Student’s cancellation request *is approved*, the Student may be eligible for a refund of Room and Board fees based on the Refund Policy (detailed in Section 8.B. and Appendix B).
  - a. The Student will be required to vacate their room within 72 hours of receiving notice of the approval unless otherwise approved by Residence Life & Housing staff. Room and Board fees will be assessed based on the date they move out of their room assignment.
  - b. The Student will be assessed a cancellation fee based on the Cancellation Deadlines (detailed in Appendix B).
- D. If the Student’s cancellation request is *not approved*, the Contract and all its terms remain in effect for the remainder of the Contract Period.
  - a. A Student may submit an Appeal if the request is not approved.
  - b. Contract Cancellation Appeals will be reviewed by a committee comprised of several staff members from departments across campus.

- c. Once the Cancellation Appeals Committee reviews the Student's Cancellation Request and Appeal submission and renders a decision, the decision is final.
- E. As noted in Section 1, upon agreeing to the terms of the Housing Contract, students are obligated to the full financial value of the contract term. If the Student makes alternative housing agreements before receiving approval for a cancellation request, they will remain financially responsible for Room and Board fees if the request is not approved.

## 11. MEAL PLAN

- A. All students residing on campus are required to purchase a Meal Plan. The Student will select a plan they are eligible for based on class year in the Housing Application.
- B. A reduction in, or exemption from, the meal plan(s) the Student is eligible for may only be granted if a student has a reasonable medical accommodation request which directly impacts the student's ability to use the established meal plan. Students may contact Disability and Accessibility Services to request a meal plan reduction or exemption.

## 12. FINAL ACKNOWLEDGEMENT

The Student's digital agreement certifies that the Student has read and understands the terms of the Housing Contract. Upon digital agreement, the Housing Contract is deemed binding on both parties for the full academic year. The Student agrees to abide by all terms of the Housing Contract and the University's [Community Standards](#), which detail the expectations of the Student to act as a responsible member of the University community, as well as federal, state, and local laws, regulations, and ordinances. The Student agrees to comply with University representatives' instructions and act responsibly within the University community. If the Student violates the terms of the Housing Contract, the University can take legal recourse available under federal, state, or local laws.

# Appendix A

## HOUSING COSTS 2025 - 2026

Housing Type	Fall	Spring	Total
Residence Halls (A)	\$5,850	\$5,850	\$11,700
Apartments (B)	\$6,585	\$6,585	\$13,170
Damage Deposit (new residents only)	\$300		\$300

### A. Residence Halls

- a. Butler
- b. Hammerman
- c. Thea Bowman
- d. Hopkins Court
- e. Seton Court
- f. Southwell
- g. Lange Suites (no living room)
- h. Newman Suites (no living room)

### B. Apartments

- a. Ahern
- b. Aquinas
- c. Gardens (Avila, Bellarmine, Claver, Dorothy Day)
- d. Rahner Village
- e. McAuley
- f. Lange Apartments
- g. Newman Apartments

## MEAL PLAN OPTIONS AND COSTS 2025 - 2026

### First-Year & Sophomore Meal Plan

Plan	Description	Fall	Spring	Total
The Evergreen Plan	21 Swipes per week & \$200 Meal Points per semester	\$3,495	\$3,495	\$6,990

**\*For the 25-26 Academic Year Sophomores may select the Greyhound Plan.**

### Junior, Senior & Commuter Meal Plans

Plan	Description	Fall	Spring	Total
The Evergreen Plan	21 Swipes per week & \$200 Meal Points per semester	\$3,495	\$3,495	\$6,990
The Greyhound Plan	14 Swipes per week & \$200 Meal Points per semester	\$3,095	\$3,095	\$6,190
The BMore Plan	100 Swipes & \$400 Meal Points per semester	\$1,795	\$1,795	\$3,590
Junior Meal Points	1,300 Meal Points (no Swipes) per semester	\$1,300	\$1,300	\$2,600
Senior Meal Points*	1,000 Meal Points (no Swipes) per semester	\$1,000	\$1,000	\$2,000

\*Available to seniors and commuters only.

## Appendix B

### CANCELLATION REQUEST DEADLINES & FEES

- A. Fall Semester
  - a. For Cancellation requests submitted by August 1<sup>st</sup> that are approved, housing charges will be removed and no cancellation fee will be assessed.
  - b. For Cancellation requests submitted after August 1<sup>st</sup> and the first day of classes that are approved, housing charges will be removed and a \$300 cancellation fee will be assessed.
  - c. For Cancellation requests submitted after the first day of classes, if approved, would be processed for the following semester.
- B. Spring Semester
  - a. For Cancellation requests by December 1<sup>st</sup> that are approved, housing charges will be removed and no cancellation fee will be assessed.
  - b. For Cancellation requests submitted after December 1<sup>st</sup> and the first day of classes that are approved, housing charges will be removed and a \$300 cancellation fee will be assessed.
- C. Refunds will be determined by the University's [Refund Policy](#) as follows:
  - a. 100% of the Room fees for the semester will be adjusted for cancellation before the first day of the semester.
  - b. 80% of the Room fees for the semester will be adjusted for cancellation before two completed weeks.
  - c. 60% of the Room fees for the semester will be adjusted for cancellation before three completed weeks.
  - d. 40% of the Room fees for the semester will be adjusted for cancellation before four completed weeks.
  - e. 20% of the Room fees for the semester will be adjusted for cancellation before five completed weeks.
  - f. After the fifth week, there will be no refund of Room fees.