This license agreement between Bay State College (herein after referred to as “Bay State”) and the undersigned individual (herein after referred to as Client) sets forth the terms of an agreement made this day between the parties for the provision of housing rental services by Bay State. Appendix A is to include all information in regards to behavior while Client is residing on campus.

I. BEHAVIOR

Client using any and all Bay State facilities shall adhere to all policies of Bay State, as well as all local, state, and federal laws concerning health, safety, and public order. Specific guidelines regarding residence hall regulations will be given to Client upon check-in.

Client will be responsible for the oversight of all activities to ensure the safety of all participants and the compliance with all federal, state, city laws, and ordinances, as well as all Bay State Rules and Procedures as stated in the Guide to Summer Programs. Bay State will have complete authority to terminate any activities of Client and at its sole discretion. Bay State may immediately remove Client from residence, without refund, who conducts self in a manner deemed unsafe or unacceptable to Bay State. Client will be responsible for any costs incurred from the removal or relocation of any summer guest. Determination of proceedings and oversight of the disciplinary process will be the responsibility of the Office of Residence Life and the execution of said outcome will be a joint effort between the Office of Residence Life and Client.

When the conduct of Client violates the rules set forth by Bay State pertaining to participants in a summer program, Client will be subject to two levels of disciplinary action:

A. Written Warning: given to Client whose behavior violates the rules and procedures as outlined below in the Guide to Summer Programs. Generally, only one written warning is given before proceeding to the second level of discipline which is requirement to withdraw for disciplinary reasons. However, serious infractions including, but not limited to, alcohol, drugs, intoxication physical violence, threats, and vandalism of college or non-college property may be grounds for immediate dismissal from on-campus housing.

B. Requirement to Withdraw for Disciplinary Reasons: action taken in serious disciplinary matters indicating that Client’s behavior is unacceptable in this Summer Program. Requirement to withdraw from housing, without refund, is a formal disciplinary action of the Office of Residence Life.

II. GUIDE TO SUMMER PROGRAMS

All summer participants are expected to follow the policies listed below. In addition, it is the responsibility of each Client to treat all staff members as well as other summer participants with respect and to behave appropriately while staying in Bay State facilities.

A. Alcohol is not permitted in any Bay State facility, regardless of age. Client may not return to the Bay State facility intoxicated.
B. Drugs and drug paraphernalia are not permitted in any Bay State facility. This also pertains to individuals who possess a medicinal marijuana license.
C. Smoking within any Bay State facility is prohibited. Client may only smoke outside and must move away from the building entrance and stairwell to do so.
D. Client is expected to leave individual room and common areas in the condition in which he/she found the room. Client will be financially responsible for any damage and cleaning charges incurred while Client resides on campus. Furniture must stay in room and furniture can not be brought into room from another area.
E. Candles, incenses or any type of other open flame are not permitted within Bay State facilities.
F. Playing of any sports activity or musical instruments in individual rooms, hallways or common areas is prohibited.
G. Client is expected to display his/her Bay State access card and carry his/her keys at all times.
H. Physical violence such as hitting, pushing, slapping, spitting, biting, kicking, choking, restraining, pinching, hair pulling, or throwing of any object at an individual is considered a most serious type of offense. This also includes behavior of a physically violent nature that is performed in “self-defense.” This behavior will result in immediate withdrawal for disciplinary reasons.
I. Any threats of physical violence or offensives and/or insulting actions or behavior toward another individual are prohibited. Any threatening physical, verbal, or electronic harassment of staff, faculty, other college officials, students or guests will not be tolerated.

J. Quiet Hours are in effect 7 days a week and begin at 9PM and extend until 9AM.

K. No individual can be found on the Commonwealth Avenue Mall after 11:30PM for any reason. Client is also responsible to make sure they are exhibiting respectful behavior on the Commonwealth Avenue Mall at other times by keeping the noise to a reasonable level, not playing musical instruments, staying in groups of four individuals or less, and collecting of all trash and disposing of it properly.

L. Client must adhere to the guest policy issued through the Office of Residence Life.

M. Client is expected to comply with the request of any College Official (Residence Life Professional Staff, Resident Assistant, etc.) in performance of his/her duties.

N. Client will be billed for lost key ($25) and/or access card ($25).

O. Client is prohibited from entering, or placing objects in, certain restricted areas, including, but not limited to, rooftops, fire escapes, balconies, windowsills, boiler rooms, and maintenance or staff closets.