

ROOM CHANGES AND ROOMMATE CONFLICT

Approved by: Department of Housing Operations

History: N/A

Related Policies: Complaints and Grievance Process (<http://catalog.stkate.edu/policies/stu-non-acad/comp-griev/>) | Housing & Dining Agreement (<http://catalog.stkate.edu/policies/stu-non-acad/residence-life/housing-dining-agree/>)

Related Forms, Procedures and References: Housing website (<https://www.stkate.edu/life/housing/>)

For Questions Contact: Housing Operations | 651.690.6617 | residencelife@stkate.edu

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Space Assignments The Housing Agreement entitles the resident to a space on campus and not a specific room or apartment. The University reserves the right, at any time, to make and alter housing assignments. Rates will be adjusted if applicable to new room configurations and number of occupants. Rate changes occurring during the term will be prorated per night.

Students in rooms, suites, or apartments where unoccupied bed spaces are present may be consolidated and reassigned to rooms with other residents in the same situation. To assist with room consolidation, The University may share names with potential new roommates to allow students to communicate before the room change is finalized. If space allows, students may be given the opportunity to buy out the unoccupied bed space in their living area.

St. Catherine University is committed to creating a welcoming living environment for all students. If students have a gender-based housing accommodation beyond what appears to be offered, they should contact Housing Operations at 651.690.6617. The University will work with students to find a space that meets their needs.

Priority placement for **new** students is June 15, 2024 for fall semester and January 1, 2025 for spring semester. The University will not guarantee a student's space if not occupied on the first day of classes. Students may request to be placed on a preferred housing wait list after their initial assignment has been confirmed.

The University does not discriminate and administers decisions regarding room or apartment assignments and roommate assignments without regard based on race, ethnicity, religion, sex, sexual orientation, national origin, disability, marital status, gender identity, age (exception of priority for Alberta and Georgia), political ideology, veteran status or ability.

Roommates A resident who refuses to accept a roommate, or in the judgment of the University, attempts to force a roommate out of a shared-premises may be charged the total cost for the premises. Additional disciplinary sanctions may follow.

Room Changes Room changes are allowed, after approval from Residence Life and Housing Staff. Students may not swap or switch rooms with other students without first going through the room change

approval process. The fee for an unauthorized room changes or swap is \$75. Once a room change has been granted, students must move by the deadline set by Housing Staff. Failure to move within the deadline may result in a fee of \$30 per night. The University has the right to limit the number of times a student moves within an academic year. Additionally, room change requests may not be granted during certain times of the semester to allow for new resident assignments, and other administrative tasks. The timing for all room changes is at the discretion of Housing Staff.