

GROHMANN TOWER Apartments

Contract Information

Academic Year 2023-2024 *



This is a contract between Milwaukee School of Engineering (MSOE) and the student. In all cases where the student is less than eighteen (18) years of age, this contract is also between the parent or guardian and MSOE, and the reference to "the student" includes the parent or guardian, where appropriate.

- I. MSOE agrees to provide a residential space within an apartment for the period * of this contract and in accordance with policies of MSOE and the Grohmann Tower Apartments that are in effect or may be in effect during the contract period. Occupancy dates are listed on the signed Contract Acceptance form.
- II. By accepting the terms of this contract, the student agrees to:
 - A. comply with all rules and regulations of MSOE and the Grohmann Tower Apartments as they exist or as they may be modified during the period of this contract;
 - B. reside in the Grohmann Tower Apartments during the full period of this contract;
 - C. pay for housing and meal plans (if chosen) in accordance with the assessments of MSOE.
 - D. Residents are not expected to leave campus for the semester and holiday breaks. Residents that opt to stay on campus are required to notify the Grohmann Tower Office if they are remaining for any days during these breaks. Residents failing to notify the Grohmann Tower Office of their presence during breaks may be charged upwards to \$25.00 per day which will be added to their student account.
- III. I, "the student/resident," do, in accepting the terms of this contract, acknowledge the:
 - A. the General Conditions listed below, and the Apartment Application submitted by the student are a part of this contract;
 - B. "semester" as it relates to the duration of this contract includes the ENTIRE ACADEMIC YEAR (unless specified dates are agreed upon in the contract);
 - C. the contract may not be broken without prior consent from the Building Manager of the Grohmann Tower Apartments; and
 - D. student must be eligible to live in the Grohmann Tower Apartments at the start of their contract date. Resident eligibility includes having junior, senior or graduate student status, spent two years in a residence hall, be 21 years of age or older, or are married, or their parents or guardians live within the Residence Life Department's required commuting distance of 30 miles. Transfer and international students are also eligible to reside in the Grohmann Tower.

ROOM ASSIGNMENTS AND CHANGES

1. The MSOE Grohmann Tower Building Manager reserves all rights involving the assignments of apartments. Requests for apartment changes will be considered if vacancies are available and all residents involved agree to said changes. Apartment assignments will be completed to the extent possible given space availability limitations.
2. The student, and the parent or guardian, where appropriate, agree to pay any revised rental rate made necessary by changed room assignments.
3. Changes in apartment/space assignments may be made only by the Building Manager.
4. Due to space limitations, requests for single apartment accommodations cannot be guaranteed. The Grohmann Tower Building Manager reserves the right to consolidate students into vacant apartment spaces.
5. Any student whose actions, in the judgment of the Building Manager, are found to be detrimental to the welfare of the general student living environment may be required to relocate to another space or vacate the Grohmann Tower. (Resident may still be held financially responsible for the rental balance on the remaining time of their Apartment Contract.

POLICIES AND REGULATIONS

1. The student agrees to abide by the policies and regulations of MSOE and the Grohmann Tower Apartments that are effective or shall become effective during such contract semester. The terms and conditions of the policies and regulations are contained in, but not limited to, the MSOE Student Conduct Code. Any student whose actions are found to be in violation of these policies will be subject to disciplinary action.
2. Authorized representatives of the university shall have the right to enter any space for the purpose of routine maintenance and repairs; pest control, inspection for inventory control; fire, health and/or safety regulations; other emergencies; and evidence of reasonable information that a university regulation is being/has been violated.

3. The student shall be personally responsible for any damage to MSOE property resulting from the intentional or negligent act of the student or any guest of the student, reasonable wear and tear excepted. The student shall pay on demand the amount of any cost, expense, or loss resulting from such damage.
4. The student accepts the responsibility for the care and cleaning of their apartment and maintenance of health and safety standards therein. The student shall pay on demand the amount of any cost or expense as a result of the staff having to clean the apartment.
5. Students who withdraw from MSOE must follow the established Grohmann Tower and University policies with regard to checking out of their residence. This includes written notification to the Grohmann Tower Apartments.

OCCUPANCY

1. Occupancy and financial obligation to the university is for the full duration of the contract. Occupancy is expected by the first day of the semester and consistently thereafter. Rooms unclaimed at the beginning of the semester or, in the judgment of the university, not used continuously by the student assigned, may be forfeited, or reassigned unless permission for late arrival or sustained absence has been given by the Building Manager.
2. Upon taking occupancy in the Grohmann Tower, the student must follow the check-in procedures established within the Tower. This includes "checking in" with the Grohmann Tower Front Desk, and completion of the apartment condition report form acknowledging the current condition of the apartment.
3. Upon termination of the right to occupancy, whether by expiration of the Apartment Contract or otherwise, the student must follow the check-out procedures established by the Grohmann Tower Apartments. This includes return of keys and review of the apartment condition report form with a Grohmann Tower staff member to ascertain the condition of the apartment prior to departure. Failure to follow said procedures will result in assessment of appropriate charges (for cleaning, damages, failure to return keys, etc.)

FEES CHARGED

1. The full apartment fees (per semester) are due and payable in the Student Accounts Office on or before initial occupancy of the apartment unless installment payment arrangements have been made. If the installment option is selected, the apartment fees must be paid in accordance with the prearranged payment schedule established by the Student Accounts Office.
2. Charges for damage will be assessed as deemed appropriate and reasonable by the Building Manager of the Grohmann Tower.

CANCELLATION AND REFUND

1. This contract may be canceled if, on or after the first day of the semester as specified in the official university calendar, the student withdraws from or is terminated by the university. Fees paid in advance will be refunded only to the extent authorized in current MSOE Refund Policies, which will be supplied on request. A cancellation fee will be charged to the student's account if the apartment contract is cancelled after July 1.
2. This contract may be canceled if a disaster, fire, act of God or other events beyond the control of the university, shall prevent performance by the university. In such event, refunds will be made based on prorating the balance of the apartment payment made by the student.

MISCELLANEOUS

The university has no obligation to provide parking or storage for any automobile belonging to or used by the student. Additional information regarding parking within Grohmann Tower may be obtained from the MSOE Public Safety Department.

1. The university reserves the right to change the rates charged hereunder for the apartment during the semester of this agreement. In such event, parties will be provided with written notice thirty (30) days prior to such change.
2. MSOE assumes no responsibility for theft, loss, or damage to a student's personal property, nor is MSOE responsible for property left after termination of residency. Students are urged to consider purchase of rental insurance to cover loss or damage to personal property.
3. Alterations of this contract by student or parent with intent to change its terms, conditions, or purpose is not allowed and may cause the University to void the apartment contract.
4. If space availability permits, changes in occupancy may be made by requesting such a change from the Building Manager. If change in occupancy occurs, the student must assume the incumbent financial responsibility for the stated fee(s). Requests for a change in occupancy status will be handled on an individual basis.



(This form will be sent to the applicant for completion
once an apartment offer has been made.)

GROHMANN TOWER APARTMENTS

Contract Acknowledgment & Acceptance Agreement

Academic Year 2023-2024 *

1. GROHMANN TOWER APARTMENT ASSIGNMENT: _____ 2. SEMESTER RENT: _____

3. APARTMENT TYPE: _____ (A1, B2, C3, etc?) and 4. FLOOR PLAN: _____ (Studio, 1-Bdrm, 2-Bdrm)

5. * ACCEPTED OCCUPANCY DATES:

- Summer LOCK-OUT Dates: a) ___ June 1, 2023 - August 23, 2023 (Returning Residents Only)
b) ___ (Special Start) _____ - (Special End) _____

- Summer Occupancy Dates: a) ___ June 1, 2023 - August 23, 2023 (Returning Residents Only)
b) ___ June 1, 2023 - August 10, 2023 (Short-term Summer Residents Only) or
c) ___ (Special Start) _____ - (Special End) _____

- Academic Year Occupancy Dates: a) ___ August 23, 2023 - May 11, 2024 (Semester 1 & 2 combined)
b) ___ August 23, 2023 - December 16, 2023 (Semester 1) or
c) ___ January 14, 2024 - May 11, 2024 (Semester 2)
d) ___ (Special Start) _____ - (Special End) _____

6. I, _____ (print name - first & last) acknowledge that I have read and agree with the terms and conditions set forth in the Grohmann Tower Apartment Contract and Acceptance Agreement. I do accept the above listed assignment, rent rate, and occupancy dates. Resident signature on this Grohmann Tower Apartments Contract Acknowledgement/Acceptance indicates that you are aware of and agree to abide by the Grohmann Tower contract provisions and related information.

Note: All persons living in the MSOE Grohmann Tower Apartments must sign a Grohmann Tower Apartment Contract for the length of the agreed upon contract dates. Occupancy constitutes contractual acceptance of the contractual obligations and occupancy begins when the student/resident completes the move-in section of the Grohmann Tower Apartment Inventory and Condition Form and signs for the apartment/mailbox keys. This contract is terminated when the resident surrenders those apartment keys and affixes their signature to the move-out section of the Grohmann Tower Apartment Inventory and Condition Form. Date that keys are returned does not affect the initially agreed upon dates with regard to the resident's contractual financial obligations.

7. _____
Signature of Student/Resident

8. _____
Date Signed

9. _____
Signature for the Milwaukee School of Engineering

10. _____
Date Signed

----- This bottom section to be completed by Grohmann Tower Staff -----

11. APARTMENT CONTRACT OFFERED DATE: _____ 12. CONTRACT REPLY DUE DATE: _____

13. CONTRACT RECEIVED (date): _____ 14. RECEIVED BY (staff signature): _____

15. COMMENTS: