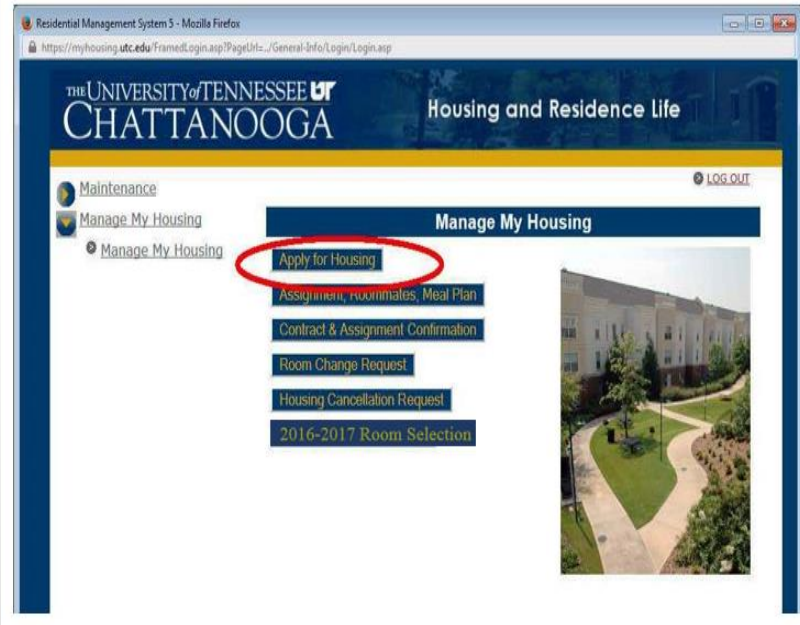


1. Application:

Visit www.utc.edu/housing and log into your “Manage My Housing” account.

- Click “Manage My Housing” twice
- Click “Apply for Housing”



- Complete the 17/18 Current Student Application
 - Be sure to scroll to the bottom of the last page and click “Submit Application”.
- If you have not submitted an application before, you will have to pay a non-refundable \$25 application fee.
 - Since you will be new to campus housing, you will only be eligible to select a room on Friday, March 10, 2017.
 - Building Preferences are not guaranteed and subject to availability.





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- [1.](#) [2.](#) [3.](#) [4.](#) [5.](#) [6.](#) [7.](#) [8.](#) [9.](#) [10.](#) [11.](#)

17/18 Incoming Freshman Housing Application

Profile Information



Name: Carling Y Wilson

UTC ID: HBJ513

Gender: Female

Birth Date:

If the above information is incorrect, please contact the Admissions Office to update your information. (423) 425-4662

Cell Phone: *

Alternate Email:

Please enter an email other than your UTC email.

[Return Home](#)

[Next step](#)

- [1.](#) [2.](#) [3.](#) [4.](#) [5.](#) [6.](#) [7.](#) [8.](#) [9.](#) [10.](#) [11.](#)

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1. [2.](#) [3.](#) [4.](#) [5.](#) [6.](#) [7.](#) [8.](#) [9.](#) [10.](#) [11.](#)

Emergency Contact

In case of an emergency please enter the person's information below that you would like the university to contact.

First Name: *

Middle Name:

Last Name: *

Relation: *

Home Phone: *

Phone Work:

Cell Phone: *



Address 1: *

Address 2:

City: *

State: *

Zip Code: *


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Missing Person/Optional Contact

The Department of Education requires that, in addition to registering an emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by UTC in the even the student is determined to be missing for more than 24 hours. The contact information provided will be accessible only to authorized campus officials and law enforcement and will not be disclosed outside of a missing person investigation. If a students has identified such an individual, UTC will notify that individual no later than 24 hours after the student is determined to be missing.

First Name:

Last Name:

Occupation:

Relation:


Home Phone:

Cell Phone:

Address 1:

Address 2:

City: State: Zip Code:



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1. 2. **3.** 4. 5. 6. 7. 8. 9. 10. 11.

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1. 2. 3. **4.** 5. 6. 7. 8. 9. 10. 11.

UTC Housing and Residence Life Contract 2017-2018

Terminology

- **Housing Defined:** "Housing" shall be:
 - *Location:* North or South Campus (or a temporary overflow location)
 - *Building:* Bed, and Unit to be assigned by UTC Housing and Residence Life
- **Commencement Date Defined:** "Commencement Date" shall be: 8/17/2017 at 8 AM
- **Expiration Date Defined:** "Expiration Date", Contract End Date shall be: 5/2/2018 at 12 PM
- **Winter Break:** In addition, residence halls close for approximately four (4) weeks during winter break, and Residents are not permitted entry during that time.
 - **Closed for Winter Break: December 13 at 12pm (noon) to January 5 at 8am**
- **Resident Defined:** "Resident" shall be the student submitting the housing application.
- **University Defined:** "University" shall be: University of Tennessee at Chattanooga Department of Housing and Residence Life
- **Landlord Defined:** "Landlord" shall be: University of Tennessee at Chattanooga Department of Housing and Residence Life
- **Rent Defined:** "Rent" shall be due and Payable on the dates shown in the following "Payment Schedule"

Payments

Fall 2017 payments are due August 2017, per the University Bursar's Office
Spring 2018 payments are due December 2017, per the University Bursar's Office

Terms and Conditions

This Housing Contract is made and entered into by and between the "Landlord" and "Resident" under guidelines established by the "University" on the "Commencement Date" on which Resident agrees to the terms and conditions of this Housing Contract.

1. **PREMISES:** Landlord leases to Resident, and Resident leases from Landlord, rental space which consists of the exclusive use and occupancy of the bedroom (the "Bedroom") assigned to the Resident (or Residents, in shared bedrooms) and the shared use and occupancy of the kitchen and/or living/dining area (as applicable) with other Residents (the "Roommates") of the assigned housing (the "Housing"), located on the campus of the University of Tennessee at Chattanooga, or its designated overflow location (the "Community").
2. **FAIR HOUSING:** Landlord does not discriminate with regard to race, color, religion, or national origin in the assignment of space.
3. **RESERVATION FEE (pre-payment):** Prospective resident must remit a two hundred twenty five dollars (\$225) pre-payment to retain a room assignment. The \$225 pre-

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22. **QUIET HOURS:** Quiet hours have been established in each apartment complex. The following hours are in effect seven days a week: 10pm - 7am.
23. **DRUGS OR NARCOTICS:** Use, possession, or being under the influence of marijuana or any narcotic, stimulant or hallucinogenic drug in violation of State or Federal law is prohibited while on university-owned or controlled property. Such a violation will represent grounds for termination of this contract.
24. **GAMBLING, ALCOHOL, WEAPONS, FIREWORKS, GRILLS & ANIMALS:** Gambling, the use or possession of alcoholic beverages, visitation other than specified in the housing option (noted in the Student Handbook), the use or possession of firearms or fireworks, the use of Charcoal or Gas Grills (unless provided by the university), and the housing of cats, dogs, or other animals are prohibited, with the exception of fish in a 10 gallon aquarium, ADA service animals, or approved emotional support animals, violate this contract and are subject to disciplinary action, including dismissal from University housing.
25. **UNIVERSITY RULES AND REGULATIONS:** Residents are responsible for following all rules promulgated by the Departments of Public Safety and the Department of Housing and Residence Life. Rules include the prohibition against any fire hazards including, but not limited to, candles, incense, open flames, and Halogen Lamps. Damaging and or interfering with smoke and fire detection equipment and failure to follow fire evacuation procedures and directives from safety officers or resident staff are also violation of safety rules. Additional rules and regulations are found in the Student Handbook, other University publications, and on official bulletin boards. Each Resident is expected to abide by all University rules and regulations and subject to disciplinary action, including removal from University housing and / or dismissal from the University.
26. **NON-DISCRIMINATION STATEMENT:** Housing space is limited. Assignments are thus made with priority to (1) first-year students, (2) second-year students and (3) returning residents. Housing is guaranteed for first-year students only. Room assignments are made without regard to race, color, religion, ethnic or national origin, age, disability, sexual orientation, gender expression, or veteran's status. An attempt will be made to honor mutual roommate requests but they are not guaranteed.
27. **AMENDMENTS:** Any amendments to this Contract must be in writing and acceptable to both parties. The Terms of the Contract remain in effect with all changes in assignments within the agreement period.

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1. 2. 3. **4.** 5. 6. 7. 8. 9. 10. 11.

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1. 2. 3. 4. **5.** 6. 7. 8. 9. 10. 11.

Parental Guarantor

By paying the \$225 prepayment and accepting a room assignment, you are agreeing to the terms of the UTC Housing Parental Guarantor and certifying that you have discussed this in full with your parent, legal guardian or sponsor. Furthermore, you are stating that your parent, guardian or sponsor understands and accepts the following terms.

The Housing Contract is incorporated herein and has been entered into by the resident, subject to completion as appropriate. UTC Housing, requires, as a condition of the acceptance by Landlord of the Housing Contract, a guarantee by the prospective Resident's parent(s), guardian, or other sponsor. The requirement of this Guaranty is in recognition that most Residents in such community do not have independent financial means, but this Guaranty shall be in force irrespective of the financial means of the Resident.

Guarantor (legal parent, guardian or sponsor) authorizes Landlord to use reasonable and necessary means to obtain payment from the parent, guardian or sponsor in the event the Resident's financial obligations have not been fulfilled.

The Guarantor(s) acknowledges that it shall have liability under this Guaranty, notwithstanding any of the foregoing:

- That the Landlord renews the Housing Contract, grants Resident extensions of time within which to pay amounts due or perform any of Resident's obligations under the Housing Contract, or the fact that the Guarantor was not notified of any changes or amendment to the Housing Contract;
- The inability of the Resident or any other guarantor to be responsible under the Housing Contract or this Guaranty by virtue of their legal incapacity or disability
- The fact that the guarantor was not given prior notice of the default by Resident under the Housing Contract.
- In addition to the amounts guaranteed, Guarantor(s) agrees to pay a reasonable attorney's fee and all costs imposed under the terms of the Lease or required as appropriate in enforcement of this Guaranty.

THE EXECUTION OF THIS DOCUMENT IS A MATERIAL INDUCEMENT FOR LANDLORD TO ENTER INTO A HOUSING CONTRACT, AND LANDLORD FULLY RELYING UPON THE DUE AND VALID EXECUTION BY THE APPLICANT WHOSE NAME IS SHOWN ON THE ELECTRONIC HOUSING APPLICATION SYSTEM. FURTHER, THIS GUARANTY SHALL REMAIN IN EFFECT FOR THE ENTIRE TERM OF THE HOUSING CONTRACT, OR ANY SUBSEQUENT HOUSING CONTRACT, IN WHICH THE RESIDENT HAS ENTERED.

fee and all costs imposed under the terms of the Lease or required as appropriate in enforcement of this Guaranty.

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1. 2. 3. 4. **5.** 6. 7. 8. 9. 10. 11.

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The University of Tennessee at
CHATTANOOGA

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1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11.

Room Preferences

- Building preferences are not guaranteed and are subject to availability.
- Freshmen only buildings are Stagmaier, Guerry, Decosimo and Walker.
- Freshmen and Upperclassman (mixed) buildings are Johnson Obear, Boling, and Lockmiller.
- Rates are for the 2016/2017 academic year.

Reference links to UTC Housing website for more specific information:

[North Campus Complex](#) [South Campus Complex](#) [Housing Rates](#)

Room Type



1. Please [click the green plus sign](#) above to add your Room Preferences.
2. Select the Preferred Room Type from the drop down menu
3. Click select to add it your Room Preference List. *You must select at least three options.*
4. To change the order of your preferences use the up/down arrows.
5. To remove a room from your list click the [Red X](#) sign.

*We recommend that students rank ALL buildings. By listing multiple buildings you are simply informing us were to look next if your preference is not available. Otherwise, we will randomly place you in the next available room.

[Return](#)

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1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11.

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1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11.

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Reference links to UTC Housing website for more specific information:
[North Campus Complex](#) [South Campus Complex](#) [Housing Rates](#)

Room Type *

+ Add/Edit Room Preferences

Preferred Room Type:

1. Please **click the green plus sign** above to add your Room Preferences.
2. Select the Preferred Room Type from the drop down menu
3. Click select to add it your Room Preference List. *You must select at least three options.*
4. To change the order of your preferences use the up/down arrows.
5. To remove a room from your list click the **Red X** sign.

*We recommend that students rank ALL buildings. By listing multiple buildings you are simply informing us were to look next if your preference is not available. Otherwise, we will randomly place you in the next available room.

100%

Select Stophel and 2 other buildings.

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The University of Tennessee at CHATTANOOGA

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1. 2. 3. 4. 5. **6.** 7. 8. 9. 10. 11.

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- Rates are for the 2016/2017 academic year.

Reference links to UTC Housing website for more specific information:
[North Campus Complex](#) [South Campus Complex](#) [Housing Rates](#)

Room Type *

Add/Edit Room Preferences

Preferred Room Type:

- Boling Apartment private
- Decosimo 1 Bedroom Shared
- Decosimo 4 Bedroom Private
- Guerry 2 Bedroom 1 Bath Shared
- Guerry 3 Bedroom Shared
- Johnson Obear Apt private
- LCK Apt 4 Person Shared
- LCK Apt 6 Person Shared
- Stagmaier 2 Person Shared
- Walker 4 Bedroom Private

1. Please click the **+** icon to add your Room Preferences.
2. Select the room type from the dropdown menu.
3. Click select to add the room to the List. *You must select at least three options.*
4. To change the order of your preferences use the up/down arrows.
5. To remove a room from your list click the **Red X** sign.

*We recommend that students rank ALL buildings. By listing multiple buildings you are simply informing us were to look next if your preference is not available. Otherwise, we will randomly place you in the next available room.

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100%

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1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11.

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- Rates are for the 2016/2017 academic year.

Reference links to UTC Housing website for more specific information:
[North Campus Complex](#) [South Campus Complex](#) [Housing Rates](#)

Room Type

+ Add/Edit Room Preferences

Preferred Room Type: Walker 4 Bedroom Private

1. Please **click the green plus sign** above to add your Room Preferences.
2. Select the Preferred Room Type from the drop down menu
3. Click select to add it your Room Preference List. *You must select at least three options.*
4. To change the order of your preferences use the up/down arrows.
5. To remove a room from your list click the **Red X** sign.

*We recommend that students rank ALL buildings. By listing multiple buildings you are simply informing us were to look next if your preference is not available. Otherwise, we will randomly place you in the next available room.

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Room Preferences

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- Rates are for the 2016/2017 academic year.

Reference links to UTC Housing website for more specific information:
[North Campus Complex](#) [South Campus Complex](#) [Housing Rates](#)

| Room Type * | |
|--------------------------|---------------------------|
| <input type="checkbox"/> | Walker 4 Bedroom Private |
| <input type="checkbox"/> | Guerry 3 Bedroom Shared |
| <input type="checkbox"/> | Stagmaier 2 Person Shared |
| <input type="checkbox"/> | |

1. Please **click the green plus sign** above to add your Room Preferences.
2. Select the Preferred Room Type from the drop down menu
3. Click select to add it your Room Preference List. *You must select at least three options.*
4. To change the order of your preferences use the up/down arrows.
5. To remove a room from your list click the **Red X** sign.

*We recommend that students rank ALL buildings. By listing multiple buildings you are simply informing us were to look next if your preference is not available. Otherwise, we will randomly place you in the next available room.

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Roommate Matching Preferences

| # | Description | Preference |
|---|------------------------------------|---------------------------------------------------------------------------------------------|
| 1 | Do you wake up early? | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> No Pref |
| 2 | Do you smoke? | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> No Pref |
| 3 | Do you go to bed after 10pm? | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> No Pref |
| 4 | Do you listen to loud music? | <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> No Pref |
| 5 | Do you keep a clean room? | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> No Pref |
| 6 | Do you like visitors in your room? | <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> No Pref |

Roommate matching preferences are not guaranteed and are subject to availability.





Roommate Preference (Limit 1)

Roommate



- To add a roommate you may search by their UTC ID or name.
- If a student is found you must click select to add them as a preference.

- Incoming freshmen can only be matched with other incoming freshmen.**
- Only mutual requests will be considered (both/all applications MUST match).
- Roommate preferences are not guaranteed and are subject to availability.
- You may update your preferences at any time. This will NOT change you application complete date.

 [Return](#)  [Previous](#)  [Save Progress](#)  [Next](#)

1. 2. 3. 4. 5. 6. **7.** 8. 9. 10. 11.


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Business, LLC
Location: Walker Apartments
BUSINESS Community offers first-year business students an opportunity to live, learn, lead and serve together as they prepare for their future careers.

High Achieving MOCs (HAM)
Location: Stagmaier Hall
HAM is for high achieving, first-year students to live in a community dedicated to academic, service, and social achievement.

The NEST
Location: Walker Apartments
The NEST provides first-time, freshman education majors or minors the opportunity to integrate their academic and social lives.

Engineering and Computer Science
Location: Walker Apartments
Engineering and Computer Science brings together students wishing to pursue a career in engineering and fosters exploration of this career path through courses, programming, services, and connections to campus and community resources.

For more information visit [UTC Residential Learning Communities](#)

In the drop down box below, please select the group you may be interested in joining or "Not Interested". By selecting a group you are simply asking for additional information about the 2017/2018 Residential Learning Community. The group coordinator will contact you with additional information.

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100%

Meal Plans

| Plan Type | Plan Name | Cost/Semester |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|----------------|
| Freshmen or
Upperclassmen | 7 Day All Access | \$1,725 |
| This is your All Access plan to Crossroads Dining Hall. Unlimited visits 7 days per week PLUS \$150 in Mocs Bucks to spend at other dining locations! | | |
| Freshmen or
Upperclassmen | 5 Day All Access | \$1,665 |
| This plan enables you to enjoy the All Access experience during the week. Unlimited Meals at Crossroads Dining Hall Monday-Friday PLUS \$350 in Mocs Bucks to spend at our other dining locations! | | |
| Freshmen or
Upperclassmen | 160/per semester | \$1,600 |
| This plan enables you to eat an average of 10 meals per week at Crossroads Dining Hall. It also includes \$475 Mocs Bucks to spend at our other dining locations! | | |
| Upperclassmen ONLY | Dining Membership | \$725 |
| This Membership is a \$725 Club Fund account that may be used as cash to make purchases at our other dining locations. | | |

*The above meal plans are anticipated plans and rates. They are subject to change.

*All students living on campus are required to have a meal plan.

Select Meal Plan:

sample 1 ▼ *

Application Fee

| <u>Item</u> | <u>Amount</u> |
|-----------------|---------------|
| Application Fee | \$25.00 |

 [Make Payment](#)

In the screen above:

1. Click Make Payment
2. Enter Credit Card information
3. Click Submit Payment
4. Your receipt will be displayed and a copy of the receipt will be emailed to your Mocs email account
5. Click Next below



[LOG OUT](#)

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THE UNIVERSITY of TENNESSEE **UT** CHATTANOOGA

Please enter your credit card information

| | |
|---------------|--------------------------------------|
| Total: | <input type="text" value="\$25.00"/> |
|---------------|--------------------------------------|

*** Indicates required information**

* Credit Card Type:

* Account Number:



* Expiration Date:

* Security Code: **(View example)**


* Name on Card:

Email:

Mobile Phone:

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1. 2. 3. 4. 5. 6. 7. 8. 9. 10. **11.**


Summary

Your application is not complete until you click the **SUBMIT APPLICATION** button at the bottom.

Step 1 - Profile Information

17/18 Incoming Freshman Housing Application

Profile Information



Name: Carling Y Wilson

UTC ID: HBJ513

Gender: Female

Birth Date:

If the above information is incorrect, please contact the Admissions Office to update your information. (423) 425-4662

Cell Phone: *

Alternate Email:

Please enter an email other than your UTC email.

Step 2 - Emergency Contact

[Email](#)

[Download](#)

Your application is not complete until you click the **SUBMIT APPLICATION** button at the bottom.



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Manage My Housing


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button at the bottom.

Step 1 - Profile Information

17/18 Incoming Freshman Housing Application

Profile Information



Name: Carlting Y Wilson
UTC ID: HBJ513
Gender: Female
Birth Date:

If the above information is incorrect, please contact the Admissions Office to update your information. (423) 425-4662

Cell Phone: *

Alternate E mail:

Please enter an email other than your UTC email.

Step 2 - Emergency Contact

Email Download

Your application is not complete until you click the **SUBMIT APPLICATION** button at the bottom.

Submit Application

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. **11.**

3. Once Assigned the Confirm:

Accepting Your Contract, Select Meal Plan

Once you have selected or been assigned a room you have 10 days to complete the confirmation steps. **Failure to sign your contract, select your meal plan will result in your application and assignment being cancelled.**

- Log into your “Manage My Housing” account
- Click “Manage My Housing” twice
- Click “Contracts & Assignment Confirmation”

Run Feature - Mozilla Firefox
https://mercury.utc.edu/RunFeature/RunFeature?ftl=Xca2cab66-c8e2-449c-9741-5e48d8ba002e

Student Name,
Please click "Next Step" below to pay your \$225 pre-payment and accept your contract to confirm your 2015-2016 assignment.

Room Assignment

| Building | Bed Space | Move In | Rate Amount |
|------------|-----------|------------|-------------|
| Boling Apt | BOL-104B | 08/13/2015 | \$2397.00 |
| Boling Apt | BOL-104B | 01/08/2016 | \$2397.00 |

Meal Plan

| Type | Start Date | Plan Rate Amt. |
|------|------------|----------------|
| Meal | 08/13/2015 | \$1660.00 |
| Meal | 01/08/2016 | \$1660.00 |

[Return Home](#) [Next step](#)

1. First step: Select Your Meal Plan

| Meal Plan Type | Plan Name | Cost/Semester |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------|
| Freshmen or Upperclassmen | 7 Day All Access | \$1,660 |
| This is your All Access plan to Crossroads Dining Hall. Unlimited visits 7 days per week PLUS \$150 in Mocs Bucks to spend at other dining locations! | | |
| Freshmen or Upperclassmen | 5 Day All Access | \$1,600 |
| This plan enables you to enjoy the All Access experience during the week. Unlimited Meals at Crossroads Dining Hall Monday-Friday PLUS \$350 in Mocs Bucks to spend at our other dining locations! | | |
| Freshmen or Upperclassmen | 160/per semester | \$1,540 |
| This plan enables you to eat an average of 10 meals per week at Crossroads Dining Hall. It also includes \$475 Mocs Bucks to spend at our other dining locations! | | |
| Upperclassmen ONLY | Dining Membership | \$700 |
| This Membership is a \$700 Club Fund account that may be used as cash to make purchases at our other dining locations. | | |

*The above meal plans are anticipated plans and rates. They are subject to change.

Meal Plan for Student Name

Plan

Add/Change Plan

Plan:

[Return Home](#) [Select](#)

1. Please click the green plus sign above to add your Meal Plan.
2. Select the meal plan you wish to have.
3. Click "Select"



2. Second Step: Accept Your Contract

https://mercury.utc.edu/RunFeature/RunFeature?ftl=X3f9444e2-e806-49d0-9e4c-83ef6fa28e04

Contract

**UTC Housing and Residence Life Contract
2015-2016**

Terminology

- **Housing Defined:** "Housing" shall be:
 - *Location:* North or South Campus (or a temporary overflow location)
 - *Building:* Bed, and Unit to be assigned by UTC Housing and Residence Life
- **Commencement Date Defined:** "Commencement Date" shall be: 8/13/2015 at 8 AM
- **Expiration Date Defined:** "Expiration Date" shall be: 5/4/2016; **Contract End Date** at 12 PM.
- **Winter Break:** In addition, residence halls close for approximately four (4) weeks during winter break, and Residents are not permitted entry during that time.
 - **Closed for Winter Break:** December 9 at 12pm (noon) to January 9 at 8am
- **Resident Defined:** "Resident" shall be the student submitting the housing application.
- **University Defined:** "University" shall be: University of Tennessee at Chattanooga Department of Housing and Residence Life
- **Landlord Defined:** "Landlord" shall be: University of Tennessee at Chattanooga Department of Housing and Residence Life
- **Rent Defined:** "Rent" shall be due and Payable on the dates shown in the following "Payment Schedule"

Payments
Fall 2015 payments are due on August 7, 2015 or per the University Bursar's Office
Spring 2016 payments are due on December 18, 2015 or per the University Bursar's Office

I Agree to the terms and conditions of this Contract.

 I Agree

Click "I Agree" and after the contract acceptance confirmation appears, then click "Next Step"

Click Next Step to make your \$225 Prepayment.

 Next step

