



Casper College Housing Office
307-268-2249
Civic Apartments
Casper College, Casper, WY

Rent: \$425 per month (\$500/month Effective 07/01/2010)

- ❖ **This lease agreement is for a twelve (12) month period. A resident may be able to terminate this agreement earlier if there is an applicant on the waiting list who is able to take possession of the unit at the time the original tenant wants to terminate his/her lease.**
- ❖ **Apartments are unfurnished**
- ❖ **In the case of couples, only one must be a full time student.**
- ❖ **Residence in Civic apartments will be for a cumulative maximum of eight (8) academic semesters, excluding summers.**
- ❖ **Smoking is NOT permitted in campus housing.**
- ❖ **Pets of any kind are not allowed in campus housing.**

Part I - General Lease Terms

A. Use of Dwelling

Occupants signing Part II - CONTRACT (below) shall use this as a home for themselves and their spouse or significant other only. Occupants shall follow rules and regulations that have been made for the safety, comfort, and welfare of all the tenants. Occupants shall have the use of this dwelling and join Casper College in making it a desirable place to live. The Casper College Student Conduct and Judicial Code shall be the reference for disciplinary proceedings for students residing in campus housing.

The Civic Complex houses 12 one-bedroom units (420 sq. ft).

B. Terms of Occupancy/Eligibility

1. Tenants of Casper College Wheeler Terrace/Civic Apartments must be registered or be accepted for a minimum of 12 semester hours as classified students of Casper College or Casper College partner institutions. Tenants are not required to register as full time students during the summer; however, tenants do need to be enrolled for at least 12 hours for the fall semester by the end of May.
2. For couples, one (1) member of the household must be a full-time classified student.

3. Only students and their spouse or significant other may occupy a Civic Apartment. The number of persons occupying a unit will not exceed two persons.
4. Single persons aged 22 years or older who are Casper College or Casper College partner institutions registered for at least twelve semester hours are eligible to live in the one-bedroom Civic Apartments.
5. Exceptions to the eligibility requirements of the Civic Apartments shall be at the discretion of the Director of Student Life to maximize occupancy or to meet the special needs of a student or students.
6. Tenants not attending Casper College or Casper College partner institutions Fall Semester shall move from the facility on or before June 1. Tenants not registered for the Spring Semester shall vacate the facility no later than five (5) days after the end of Fall Semester.
7. Initial and recurring payments. Initial rent and application fee are payable in advance at the Housing Office or the Casper College Accounting and Financial Management Office before moving into the dwelling. Monthly charges are payable at the Housing Office or the Casper College Accounting and Financial Management Office and are due on the 1st of the month. No rent reduction will be allowed for absences.
8. Delinquent Payments: Accounts become delinquent when not paid within ten days after the date due. Special arrangements for late payments are possible in extenuating circumstances, but must be made with the Accounting and Financial Management Office in advance of the due date. A \$20.00 fee will be charged each month for accounts not paid by the 10th of each month.

C. Application Fee / Damage Deposit

1. The deposit fee for Civic Apartments is \$200.00.
2. Return of Application Fee / Damage Deposit. The application fee shall be returned in full if the occupant has fulfilled his/her obligations under these terms. Deductions will be made for cleaning and damages to the dwelling.
3. Key Deposit. A key deposit is included in the application fee. Loss or failure to turn in the apartment and mailbox keys at the time of termination will result in a \$55.00 deduction from the damage deposit.

D. Termination of Occupancy:

1. By Casper College: Casper College may terminate this lease by giving advance notice in writing in accordance with the following conditions:
 - If tenants violate the "Proscribed Conduct" as defined in the Casper College Student Conduct and Judicial Code;
 - If tenants no longer meet the full-time students eligibility requirements under Section B.1 above;
 - If tenants misrepresent facts stated in Part II of this lease;
 - If tenants keep or harbor animals or pets of any kind on the premises;
 - If tenants fail to pay rent or other charges when due;
 - If tenants threaten the health or safety of other campus residents by acts of carelessness or recklessness;
 - If tenants fail to attend classes and/or show academic progress in accordance with institutional standards.

If Casper College terminates occupancy under any of these conditions it shall reserve the right to re-enter and take possession of the premises and remove all persons and property within 72 hours.

2. By tenants; When students wish to move from Thorson Student Apartments, they shall personally advise the Director of Student Life of their desire; if an applicant on the waiting list can take possession of the unit the tenant will be let out of this lease. If there are no applicants available to take possession of the unit the tenant is responsible for the remainder of the lease. In cases where the tenant breaks this lease he/she will forfeit the \$200.00 deposit fee and in addition will be responsible for the remaining amount owed in order to fulfill the remainder of this lease.

In cases where the safety and well-being of the resident and/or living community is at risk a student(s) may be removed from the apartment immediately.

Should the tenants vacate the premises before the end of any period for which rent has been paid, and providing the college has been given notice as required by this lease, and tenants leave the dwelling and premises in good condition, the college will refund to the tenants unused paid rent.

3. Subletting. Tenants may not sublet the apartment to any other person(s).

E. Occupancy Responsibilities.

1. Liability. Tenants waive all claims against Casper College on account of personal injury sustained, or any loss or damage to personal property caused by water, fire, deluge or overflow, or explosion arising or caused within the premises. Tenants waive all claims for damage arising from acts of neglect of co-tenants. Tenants waive all claims for any loss of any article or property by theft or from any cause from the premises. Casper College recommends that tenants carry insurance on their personal property.
2. Maintenance and Cleaning. Tenants are responsible for keeping college owned equipment, furniture and furnishings in good condition. The college and the tenant shall cooperate in the care of the dwelling and grounds. Tenants shall notify the Director of Student Life of damage or need for repair of property. Tenants shall be responsible for the cleanliness of the apartment, the appliances, and the furniture. A reasonable charge will be made for any cleaning left undone at termination. Tenants shall dispose of rubbish, garbage and waste in the proper manner in the interest of health, sanitation and appearance of the area as determined by the Director of Student Life.
3. Entry. Tenants shall permit the duly-authorized representatives of the college to enter the dwelling without notice during reasonable hours when necessary in order to provide efficient service (inspections, repairs, improvements, etc.)
4. Disposition of Abandoned Personal Property. On date of termination tenants shall remove themselves and all personal property from the area. If tenants leave personal property on the college property after termination of occupancy the college will dispose of said property.
5. Parking. All vehicles owned and driven by apartment residents shall be properly licensed and registered. All vehicles shall be parked in designated parking areas only.
6. Car Washing. Use of outside water faucets by residents for car washing is prohibited.
7. Fire Protection. Tenants shall take every precaution to prevent fires. No flammable property shall be kept on the premises.
8. Weapons. In compliance with the Casper College Student Conduct and Judicial code, possession and/or use of weapons, firearms, fireworks, firecrackers, dangerous chemicals, flammable or combustible substances in campus housing (Wheeler Terrace, Civic Apartments) is not permitted. Campus security has a gun safe and firearms can be stored and registered with them.

9. Pets. NO ANIMALS OR PETS OF ANY KIND SHALL BE KEPT OR HARBORED BY TENANTS OR THEIR GUESTS ON THE PREMISES.
10. Private Business. Campus Housing is not intended to be used for private business.
11. Guests. Guests shall not be permitted to remain more than 14 days without the consent of the Director of Student Life.
12. Aerials and Antennas. Aerials and antennas are not permitted on roofs of Civic Apartments.
13. Tenants shall not display placards, signs, or banners of any kind without the approval of the Director of Housing and Student Activities.
14. Laundry. Washers and dryers are located at the Thorson Apartment Complex for your use.
15. Suggestions. Tenants are invited to offer suggestions to the housing office that will make living conditions more desirable. The college solicits a spirit of cooperation.

PART II – CIVIC CONTRACT

Apt. # _____

Beginning Date ____/____/____ Terminating Date ____/____/____

Rent for the above mentioned apartment shall be the sum of \$_____ per month.

The undersigned tenant and the Director of Student Life certify that the Terms and Conditions of Occupancy above have been read and hereby agree to comply with the same.

Tenant Signature

Director of Student Life

Date

Deposit #

Casper College reserves the right to change rental rates upon 30 days notice.

It is the policy of Casper College that discrimination based on race, color, religion, sex, age, handicap, national origin or veteran status shall not exist in the college's treatment of employees and students: This policy includes commitment to maintain the environment free from harassment based on sex. There are established procedures for review, which are available from the Affirmative Action Office, Room 151, in the Administration Building.