California Polytechnic State University

CP Lofts License Agreement 2017 – 2018

TERMS AND CONDITIONS

Transfer/Graduate and Continuing Students

1. LICENSE TERM
   This License is for the entire License Term indicated on the licensing contract.

2. CONSIDERATION; AGREEMENT TO PAY FEES
   a. In consideration for the right to occupy a bed space in a living unit within a housing facility at the University, Licensee agrees to make payments to the University as set forth in the CP Lofts License Agreement that was agreed to during the online housing application and also located at the Housing website.
   b. Individual bills are not sent to Licensees for each installment. Licensees who are on the Installment Payment Plan are responsible for seeing that their payments are made by the due dates as listed on their Installment Payment Plan information. A late fee of $25 will be charged for payments received after the deadlines.

3. OCCUPANCY
   a. Occupancy Period. The University hereby grants to Licensee permission to occupy a living unit within a student housing facility as a Licensee for the License Term, unless terminated under the provisions of this License.
   b. Delay in Delivery. The University shall not be liable for any delay in the delivery of possession of premises. The Licensee’s obligation to make payments shall commence upon the University’s delivery of possession.
   c. Assignment. The University assigns Licensee and roommates to a specific apartment on the basis of information provided on the application and without regard to race, religion, sexual orientation, national origin or disability and does not guarantee specific apartments or roommates.
      i. The University shall have the right to reassign the Licensee to a different apartment without the consent of the Licensee prior to or during the term of the contract.
      ii. The Licensee agrees to accept assigned roommate(s).
      iii. If there is an increased need for housing space on campus, it may be necessary to modify the design of the living community areas to maximize living spaces.
      iv. Licensee shall not permit any other person to occupy their living unit.
      v. In the event that one of the occupants moves out of Licensee’s room, University Housing reserves the right to assign a new roommate(s) or to reassign the remaining Licensee(s) to another living unit in order to consolidate space. A Licensee may be offered the opportunity to occupy a living unit at a different housing license rate.
   d. No Transfer. This License shall not be transferred, assigned, or subleased. The Licensee may not transfer to any other University Housing space without first obtaining the express written permission of University Housing. This does not imply that permission will be granted. Any transfers taking place without the express written permission of University Housing will be seen as void and may result in the Licensee returning to their original living unit and facing disciplinary action, as well as be subject to administrative fees. Instructions and regulations for room changes are outlined in the CP Lofts Resident Handbook.
   e. License only. It is understood and agreed by the Licensee and University that no lease or any other interest in real property is created by this License. This License is only for the use of a bed space within a living unit assigned to the Licensee for a limited time.

4. LICENSE REQUIREMENTS
   a. State Regulations. This CP Lofts License Agreement Terms & Conditions is subject to the regulations contained in Title 5 California Code of Regulations, §§42000-42024, as amended from time to time. A copy of these regulations is available at the University Housing website: http://www.housing.calpoly.edu. The University reserves the right to use California Code of Regulation section 41301, or other applicable administrative or legal remedy to address violations of the terms and conditions contained in this License.
   b. Other University Rules. The Licensee agrees to comply with and abide by all terms and conditions and any subsequent amendments of this License and all University policies, regulations, procedures, and guidelines stated in the CP Lofts Resident Handbook (as applicable), the University’s Student Code of Conduct, and all other University rules and regulations governing the conduct of students, as amended from time to time. The CP Lofts Resident Handbook may be accessed at the Housing website at http://www.housing.calpoly.edu
c. **Student Status.** Licensee must maintain status as a student registered at Cal Poly with a minimum of nine (9) Cal Poly quarter units. If the Licensee fails to enroll in a minimum of nine (9) units, or drops below the minimum unit requirement after the beginning of the academic fee period, the University may, at its sole option and discretion, revoke this License in accordance with the provisions herein.
   i. Exception requests must be submitted in writing to the University Housing Executive Director for approval. Dropping below the nine (9) unit minimum is not considered a standard for cancellation and will not release the Licensee from paying any housing related fees.

d. **Required Meningococcal Response Filing.** All students licensed to live within a Cal Poly residential community must have a Meningococcal Information and Response on file prior to assuming occupancy. This will be completed during your online application. More information can be found at [http://www.hcs.calpoly.edu/content/health/meningitis](http://www.hcs.calpoly.edu/content/health/meningitis).

e. **ID Card.** Licensee must present their student University ID card ("PolyCard") or government issued picture identification when requested for access to the housing facilities. Presenting fabricated, falsified, or misrepresentative ID; permitting others to use any licensee’s PolyCard for the purpose of improperly gaining access to Apartments, use of equipment, or any other University service or facility is prohibited.

f. **No Oral Agreements or Modifications.**
   i. No modification of this License shall be effective unless given in writing by an authorized representative of University Housing with thirty (30) days’ written notice.
   ii. To avoid any misunderstanding concerning the License, the Licensee is advised that University staff do not enter into any oral agreements, nor make or rely on any oral representation concerning the License. The entire License is expressed in writing and the License supersedes any understanding by the Licensee that may have been communicated verbally or by writing outside the License. Neither the Licensee nor University may rely on any oral agreement or representation or any understanding of fact or law that is not expressed in writing.

5. **ENHANCEMENT OF EDUCATIONAL EXPERIENCE**
   a. The University shall maintain a professional staff to provide services and programs and work with students to develop a community experience within the housing facilities to enhance students’ educational experiences. The University shall provide opportunity for input by the Licensee into the development of a mature, responsible, and respectful community. University Housing shall be operated to support the University mission and its initiatives as well as to enhance the social, cultural, educational, and recreational opportunities available to Licensee.

   b. The Licensee agrees to recognize the importance of maintaining the housing facility as an environment which is conducive for fellow students to study, live, and sleep in the housing facility. While in the housing facility, the Licensee agrees to not disturb this environment.

6. **ALCOHOL, DRUGS, AND WEAPONS**
   a. Licensees are required to be knowledgeable about and to follow the alcohol, drug and weapon policies, as defined in the License and the [CP Lofts Resident Handbook](http://www.hcs.calpoly.edu/content/health/meningitis). Violations will result in disciplinary action and may result in revocation of this License, with no refund of the License fees or cancellation of the License payment obligations.

   i. Underage use of alcohol is prohibited. All State of California laws regarding alcohol are followed. Distribution of alcohol from a common source is prohibited. Licensees are required to be knowledgeable about the “Community Standards of Conduct and Policies” and to follow the “Alcohol Policy Guidelines,” as defined in the [CP Lofts Resident Handbook](http://www.hcs.calpoly.edu/content/health/meningitis). The inability to exercise care for one’s own safety or the safety of others as a result of alcohol consumption is a violation of the alcohol policy.

   ii. The University is governed by State and Federal laws that pertain to use, sale, and possession of drugs. Being under the influence, unlawful possession, use, or distribution of drugs is prohibited. The use of prescribed drugs or over-the-counter drugs are to follow State and Federal laws. The use of prescribed drugs or over-the-counter drugs in an abusive manner is prohibited. Drug paraphernalia is prohibited in and around Cal Poly residential communities; any drug and/or drug paraphernalia will be disposed of by the proper authority. All California State University campuses do NOT recognize medical marijuana (215) cards. Smoking of any substance (including "plant material" or marijuana) in any form (pipes, vape devices, etc.) is prohibited on university and auxiliary properties.

   iii. Weapons are prohibited in Cal Poly residential communities. No Licensee shall possess or discharge any weapon, including firearms (including licensee and guests who possess concealed weapons permits), BB guns, sling shots, pellet guns, airsoft guns, paint guns, ammunition, fireworks, explosives, archery equipment, or any other material or instrument that poses an unreasonable risk of damage or injury, in or around the housing facilities. Knives (other than kitchen knives) are prohibited.

   iv. All tobacco laws must be adhered to.
7. MAINTENANCE OF PREMISES

The Licensee has the responsibility to notify University Housing of any issues regarding maintenance, repairs, bug infestations, pests, custodial services, health conditions, etc.

a. The University shall provide Licensee with a living unit and furnishings. Pre-existing conditions are to be noted on the Apartment Condition Inventory by Licensee upon move-in.

b. The Licensee agrees to give reasonable care to their living unit and its furnishings and to make payment for any damage or loss promptly upon demand by the University.

c. The Licensee shall vacate the living unit in good order and repair. Normal and reasonable wear and tear will be accepted. In the event the Licensee fails to maintain the living unit in good order and repair, Licensee shall pay University the reasonable costs incurred in returning the living unit to a condition of good order and repair. Additional charges shall be assessed to Licensee for extraordinary cleaning or damages.

d. Licensee agrees to be jointly responsible with the other licensees in their living unit, if individual liability cannot be determined, for the protection of their living unit and common area including furnishings, equipment, fixtures, and structures. Payment for damage or loss of common area furnishings, unless specifically assigned to individuals, may be assigned by University Housing to all members of the living unit who have access to the common areas.

e. The Licensee shall make no alteration or structural change to the housing facility without prior written permission of the Executive Director of University Housing. Also, damage or unapproved alterations to the interior or exterior of the housing facilities, as well as the grounds, are prohibited.

f. The Licensee shall not possess any flammable material, candles, firearms, ammunition, fireworks, explosives, dangerous weapons, or any other material or instrument which, in the opinion of the University, poses an unreasonable risk of damage or injury.

8. CANCELLATION –

a. General Information. Cancellation of the License is authorized only for reasons approved by University Housing. When approved, cancellation provides that the Licensee will not be responsible for further payments under the License, except for any applicable Cancellation Fees due from Licensee, as set forth herein.

i. The License Term begins the day identified on the license.

ii. All cancellation requests require a written request to University Housing, regardless of the reason for the cancellation, and may be subject to a Cancellation Fee.

• In the case of a Licensee who is under 18 years of age, request for termination of the License shall be accompanied by the written consent of the parent or legal guardian.

• Cancellation requests to other University agents or departments are not acceptable notice and will not be substituted.

iii. Licensee may have to pay fees to University Housing for cancellation of the License after the License Term commencement.

iv. The cancellation notification will be considered the date the written cancellation request, with appropriate supporting documentation, is received by University Housing.

b. Cancellation by Licensee for any reason, if at least 60 days prior to the License Term. The Licensee may cancel a License for the living unit for any reason without any Cancellation Fees by giving written notice to University Housing at least thirty (60) days prior to the beginning of the License Term.

c. Cancellation by Licensee prior to the License Term, but with less than 60 days’ notice.

i. If the cancellation request is received by University Housing less than 60 days prior to the beginning of the License Term, University Housing may grant or deny the request based on the following standards:

• Admission denied.
  a. If the Licensee is not admitted to the University and gives written notification to the Executive Director of University Housing within one week of student’s notification of denied admission by the University Admissions Office.

• End of student status.
• Marriage or registered domestic partnership.
• Hardship/Medical.
  a. The definition of hardship/medical as used in this License is any occurrence in which the student is withdrawing from the University.

• University academic program requirements.
  a. This includes International Study programs, Co-op, Internship or Ag Housing assignments.
ii. If the request is granted, the Licensee may be subject to fees for University Housing, based on the pro rata charge for the number of days less than the 60-day period as of the date written notification is received by University Housing.

d. Cancellation by Licensee after the beginning of the Fee Period.
   i. The Licensee must provide a written request to University Housing’s Administration Office to cancel the License for the living unit with at least 30 days’ notice of Licensee’s intention to vacate and the reason therefore.
   ii. The University may grant or deny the request to vacate as submitted on the following standards, with appropriate verification:
      • Admission denied.
         a. If the Licensee is not admitted to the University and gives written notification to the Executive Director of University Housing within one week of student’s notification of denied admission by the University Admissions Office.
      • End of student status.
      • Marriage or registered domestic partnership.
      • Hardship/Medical.
         a. The definition of hardship/medical as used in this License is any occurrence in which the student is withdrawing from the University.
      • University academic program requirements.
         a. This includes International Study programs, Co-op, Internship or Ag Housing assignments
   iii. If the request is granted, the Licensee will be subject to fees for University Housing based on the pro rata charge for the number of days of occupancy, plus an additional charge for the number of days the notification period provided is less than the 30 day period.

9. JUDICIAL SYSTEM
   a. The University Housing judicial system coordinates with the University’s Office for Student Rights and Responsibilities, the University Police Department and other University and City of SLO offices as appropriate.
   b. If a Licensee allegedly violates a University policy or a condition of this License that is also a violation of the Student Conduct Code and/or state/federal laws, the matter will be adjudicated by the University Housing Judicial Process, the Office of Student Rights and Responsibilities, and/or referred to the University Police Department, as appropriate and as determined by the University. More information regarding the Student Conduct Code and Student Conduct Process may be viewed at http://www.osrr.calpoly.edu/. (See also §§ 41301 and 41302 of Title 5 of the California Code of Regulations, and CSU Executive Order 1098.)
   c. In support of maintaining University Housing’s Standards of Community (Section 19, Paragraph i), during the course of a judicial/administrative and/or police investigation alleging sexual misconduct, stalking, threats, or violence, University Housing retains the right to change, either temporarily or permanently, a Licensee’s housing assignment.
   d. In accordance with the CP Lofts Resident Handbook and the Student Code of Conduct, misconduct or failure to adhere to applicable University policies may result in permanent removal of a Licensee.

10. REVOCATION OF LICENSE AGREEMENT
    a. The University may revoke this License Agreement upon the following conditions:
       i. Student Discipline, Article 2, as listed in Sections 41301 and 41302, Title 5, California Code of Regulation and CSU Executive Order 1098.
       ii. Immediate Removal from Campus pending student discipline proceedings as listed in Sections § 41301 and 41302 of Title 5 of the California Code of Regulations, and CSU Executive Order 1098.
       iii. To protect the personal safety of Licensee or others, or property, and to insure the maintenance of order.
       iv. Failure of Licensee to maintain status as a student at University.
       v. Licensee’s breach of any term or condition of this License, including failure to pay required fees, or
       vi. Administrative necessity of University.
    b. The University shall provide Licensee not less than three (3) days’ written notice of in the event of an occurrence as described above, Subsections 10. a. (i), (iv) or (v) and not less than fourteen (14) days’ written notice in the event of an occurrence described in the above Subsection 10. a., (vi), except in cases of emergency or to ensure the immediate safety of persons or property, and/or to avoid disruption of programs as determined by the University. (Subsections 10.a. (ii) and (iii). Which may result in immediate removal from housing. (Note Title 5, California Code of Regulations §42019.)
    c. Revocation of this License due to Licensee conduct is not considered a standard for cancellation and thus will not release the Licensee from paying any outstanding Housing related fees including damage charges, and housing charges for the remainder of the contract, if student is enrolled.
    d. Revocation of the License by University for other reasons may qualify as a basis for cancellation.
11. **ABANDONMENT BY LICENSEE OR TERMINATION BY UNIVERSITY HOUSING**

Except as permitted in Section 4, cancellation or termination of this License by University or abandonment of the premises by Licensee shall not release Licensee from paying any obligation due the University.

12. **DESTRUCTION OR UNAVAILABILITY**

a. In the event that bed space or common areas are destroyed or become unavailable as the result of conditions not reasonably foreseen at the time this License is made, Licensee shall be entitled to a pro rata refund of any fees applicable to periods after Licensee was required to vacate. The University shall not be held responsible or liable for the Licensee’s accommodation if an assigned apartment is rendered uninhabitable due to circumstances beyond the reasonable control of the University, including but not limited to Acts of Nature.

   i. Act of Nature conditions include, but are not limited to, damage caused by floods, slides, fire, earthquake, other natural disasters wildlife and vandalism; civil disorder; compliance with state or federal law; unanticipated interruption of basic services; a drop in the rate of cancellations not reasonably foreseen by University, if such a drop results in an overbooking of available housing facilities. The University also reserves the right to make special room assignments to accommodate those conditions.

13. **REFUNDS OR FEE CHANGES.**

   University shall authorize refunds only as provided for in Title 5 of the California Code of Regulation (and the Housing Facility Regulations).

14. **VACATING THE HOUSING FACILITY**

a. Licensee shall vacate the housing facility on the expiration of the License Term (stated on the CP Lofts License Agreement), or upon termination, cancellation or revocation of this License, whichever occurs first.

   b. When vacating the housing facility, the Licensee shall remove all personal property, leave the assigned living unit in a clean and orderly condition to avoid cleaning fees, and return bedroom key, and Access Card, as instructed to avoid re-keying charges of $75 for bedroom keys or $10 for Access Card. Licensees vacating after the required date and time will be assessed a late charge and charged for recovery costs of related and appropriate expenses.

15. **TREATMENT OF INDEBTEDNESS**

   a. Failure of Licensee to satisfy the financial obligations of this License may result in the following:
      i. Imposition of a late fee, in accordance with the fee schedule
      ii. Revocation of the License
      iii. Eviction
      iv. Withholding of University services pursuant to Title 5, California Code of Regulations §§42380-42381, which includes, but is not limited to, withholding official transcripts, denial of registration, and/or withholding of services and use of facilities
      v. Offset of paychecks, loans, grants, or scholarships payable through the University, and/or State income tax refunds or rebates
      vi. Notice of default to credit bureau organizations
      vii. Payment for costs for attorney fees and other reasonable collection costs and charges accrued during the collection of said amounts
      viii. Legal action to collect unpaid obligations

   b. By agreeing to this License, Licensee agrees that Housing fees are an extension of credit for living expenses and are considered to be an educational debt.

16. **RIGHT OF ENTRY**

a. The University shall have the right to enter the premises occupied by the Licensee for the purposes of emergency, health, safety, maintenance, management of applicable rules and regulations, or for any other lawful purpose. The University shall exercise these rights reasonably and with respect for the Licensee’s right to be free from unreasonable searches and intrusions into study or privacy.

   b. University personnel, including those contracted by the University, may enter the Licensee’s living unit as allowed by law and during normal working hours for cleaning, inventory, repairs, service and quarterly inspections or as deemed necessary by the University. The University shall give the Licensee 48 hours’ notice of intent to enter said living unit, except:
      i. in cases of emergency or building evacuation,
      ii. abandonment of the living unit by either the Licensee or Licensee’s roommates,
      iii. the Licensee consents at the time of entry and for the reasons stated in this provision, or
      iv. utility maintenance (e.g. electrical, plumbing, etc.)
c. The Licensee agrees to waive any notice requirement and allow entry into the Licensee’s living unit during normal working hours when the Licensee or Licensee’s roommates have requested service; notice is only waived for the purpose of the requested service.

d. Licensee will be responsible for safeguarding his/her belongings.

17. INSURANCE

a. During the period covered by this License Agreement, it is highly recommended that the Licensee obtain health and accident insurance, on either an individual or group basis, to include coverage for hospital benefits, medical benefits, surgical benefits, emergency outpatient benefits, ambulance and/or medical transportation services. Please be advised, the University does not cover or assume medical expenses or liability for Licensees. Licensees interested in obtaining medical insurance through the CSU Domestic Student Health Plan can view information at http://www.csuhealthlink.com/ (under Cal Poly San Luis Obispo, domestic students, brochure) or call Cal Poly’s Health Services at (805) 756-1211.

b. The University shall not be held liable and does not assume liability for a Licensee’s damage of University property or any personal belongings or property during the term of this License, when the Licensee is not in occupancy or after the License term has expired, for loss, damage, fire, or theft of personal property or Licensee’s cause of damage to University property from any cause whatsoever including; but not limited to, that caused by the act or omission of any third party, or by any criminal act or activity, war, riot, insurrection, fire, flood, earthquake, act of God, or nature. Therefore, the University recommends that Licensees obtain personal and/or rental insurance to include personal liability for damage to University property. The California State University System has partnered with GradGuard™ Renters Insurance to offer this coverage to all CSU students. Enrollment is available through the Cal Poly Housing Application.

18. WAIVER OF LIABILITY

a. Personal property left in the Licensee’s living unit after expiration, revocation, abandonment or cancellation of this License will be disposed of in accordance with applicable state law. The University is hereby relieved of any liability for personal property left on the premises. For details, see http://www.calstate.edu / Policy # 3250.01.

b. The University assumes no liability for injuries, loss, or damage, including death, due to Licensee, other licensee, or third party use of Cal Poly residential communities’ living units, housing facilities (rooms, apartments, etc.); including, but not limited to, kitchens, recreational equipment, laundry rooms, common spaces, and elevators.

c. The Licensee shall be liable for any loss or damage caused to the community, the apartment or furnishings provided by the University (including leaving said apartment or furnishings in an unsanitary or hazardous condition) and shall pay any and all damage charges upon presentation to the Licensee of a statement of charges.

d. The Licensee also shares, with their assigned roommates, liability for condition of the apartment and its furnishings if individual liability cannot be determined.

19. HOUSING REGULATIONS

a. Additional Housing Terms. The “CP Lofts Resident Handbook” contains additional regulations, rules and details related to the respective housing facilities applicable to licensees that reside in the respective housing facility and are available online at http://www.housing.calpoly.edu. The provisions of Sections 41301 and 41302 of Title 5 of the California Code of Regulation, which relates to student conduct on campus, are applicable to all Cal Poly residential communities. A copy of these regulations is available online at the CSU Chancellor’s Office, http://www.calstate.edu, and is posted on the University’s official bulletin board in the Administration Building.

b. Noise. All Cal Poly residential communities operate under continuous 24-hour Courtesy Hours, meaning that regardless of the time of day, any amplified sound or activity loud enough to be heard outside a living unit should be curtailed. All Licensees agree to observe courtesy hours as stated in the CP Lofts Resident Handbook. To help students prepare for exams at the end of each quarter, throughout final exams week, all housing facilities will observe 24-hour Quiet Hours. THE RIGHT TO QUIET SUPERSEDES THE RIGHT TO MAKE NOISE.

c. Smoke-Free Environment. Smoking of any substance and/or use of any smoking paraphernalia (including e-cigarettes) is prohibited throughout all Cal Poly residential communities. This includes, but is not limited to, smoking in all student rooms, community/common areas, walkways, halls, hall lounges, laundry rooms, and recreation areas. As per State codes and University policy, smoking is only permitted in designated smoking areas.

d. Maintenance of Premises.
   i. The Licensee shall not attach any object to the premises by nails, hooks, or screws. Blue Masking tape is recommended for hanging of posters. Posting or marking of any kind on the exposed red brick walls is prohibited. Unapproved alterations of the housing facilities or grounds are prohibited.
ii. The Licensee shall not bring or maintain any water bed or personal furniture on the premises.

iii. Remodeling, painting, or renovation of any living unit or furniture is not permitted without the prior written consent of the Executive Director of University Housing. Bumper stickers and decals are prohibited on doors, walls, and furniture due to the permanent markings caused when used. Closet doors, screens, beds, desks, etc., cannot be removed and/or taken from the room. Boards placed across the tops of bookcases are prohibited.

iv. Per Fire Regulations, all electrical devices must have surge protection. Electrical devices include; but are not limited to, computers and all related devices, clock radios, television sets, and stereos. During Winter Break, devices must be turned off and unplugged from power outlets.

v. Gym or exercise equipment is not allowed in any Cal Poly residential communities (e.g., Pull bars, dance equipment, etc.).

vi. See the CP Lofts Resident Handbook for more comprehensive maintenance guidelines.

e. Keys and Access Cards. All Licensees are issued a key and Access Card key to the living unit into which they are assigned at the time they check into the housing facility. Each Licensee is responsible for his or her own key/Access Card key and under no circumstances are keys/Access Cards to be duplicated or loaned to another individual. Any attempt to duplicate keys and/or Access Cards is a violation of State policy and may be punishable by law. The lock core is changed whenever a key is lost or stolen. The charge for a lock change is $75. The charge for a replacement Access Card key is $10.

f. Visitors and Guests. Licensees are responsible and accountable at all times for their own actions as well as for the actions and behavior of their guests and visitors. In addition, the Licensee is responsible for ensuring that guests are informed about and abide by all rules of the University and the terms outlined in the CP Lofts Resident Handbook and these Terms and Conditions. The Licensee will be held liable in those instances when their guest does not abide by such rules or regulations or for behavior that is detrimental to the welfare of residents or the physical property of the living unit. Harassment and aggressive behavior is not permitted. The Licensee shall permit no visitors or guests to enter the housing facility except as permitted by the Guest Policy as outlined in the CP Lofts Resident Handbook and the following policy: Licensees are responsible for their guests’ and visitors’ behavior at all times. An overnight guest must have the approval of all apartment roommates and the Community Advisor. Licensees shall register all overnight guests at the Cerro Vista front desk in the Community Center. Any unapproved guest will be required to leave. For approved guests, there is no charge for the first two days of housing facility use per calendar month. A $10 guest fee is charged for each day of such use in excess of two days per calendar month. No guest may stay in housing for more than two days per month without payment of guest fees. Guests without prior approval are charged a $20 guest fee for each day of use. No guest may stay longer than four nights per month.

g. Minor Guests. Residents requesting a minor guest(s) stay in University Housing may do so only with the prior consent of the minor’s parent or legal guardian. Applications for minor guest visits are subject to the approval of the Director of Residential Life and Education or designee. Guidelines, the Minor Guest Application form and additional information can be found at http://www.housing.calpoly.edu (Policies link). Please note:
  • Prior to visiting, all minor guests must have their parent/legal guardian complete the Minor Guest Application
  • Minor guests must be in the company of their Cal Poly resident host at all times
  • Minor guests under the age of 15 years old must be accompanied at all times by a parent/legal guardian while in University Housing.

Cal Poly, University Housing, assumes no supervisory responsibilities for any minor during the visitation period.

h. Standards of Community. Residents who live in University Housing are expected to maintain a high level of responsibility, maturity, and accountability for their actions. Residents are expected to reside in this campus apartment facility in a manner that is respectful to the University and the San Luis Obispo community. When Licensees agree to this License to live in a Cal Poly residential community, they agree to live by the policies and community standards of the University Housing community. When Licensees agree to this License to live in a Cal Poly residential community, they agree to live by the policies and community standards stipulated in the Title 9, Public Peace, Morals, and Welfare section of the SLO Municipal Code. A copy of the SLO Municipal code can be located at http://www.slocity.org/. Licensees are expected to respect the rights and privacy of other Licensees and adhere to all Federal and State laws and University regulations. Physical or verbal abuse or harassment against any member of the University Housing community is prohibited. Professional and paraprofessional residential staff are authorized to represent the University in or around University facilities. All Licensees are required to cooperate with them in the performance of their duties. Failure to do so may result in disciplinary actions through the judiciary process as outlined in CP Lofts Resident Handbook.

i. Fire. The Licensee shall take reasonable care to prevent damage to the premises by fire or other causes. No open fires, personal barbecues, hibachis, camp stoves, dangerous chemicals, (e.g., gasoline, cleaning solvents, etc.) are permitted in or around Cal Poly residential communities which includes Apartments. This includes “Sterno” type devices. Burning incense is prohibited. Candles are not permitted. Fire drills are conducted on a quarterly basis and licensee is expected to evacuate the building as required.
j. **Animals.** Licensees shall not bring or keep any animal in or around Cal Poly residential communities.
   i. Fish tanks and aquariums are not allowed.
   ii. The feeding, harboring, or possessing of any animal in or around any Cal Poly residential community is not allowed.
   iii. No “visiting” pets are allowed in or around any Cal Poly residential community.
   iv. Licensee needing assistance animals are required to be registered through Cal Poly’s Disability Resource Center and University Housing, have written approval by University Housing, and to complete the required “University Housing’s Animal Policy.” Contact University Housing’s Administration Office for more information and required documents.
   v. Students who have sensitivities regarding animals living in close quarters should indicate so during the on-line housing application process. University Housing will determine the best housing placement.

k. **Cohabitation.** No Licensee shall cohabit with a person other than their assigned roommate(s). Licensee shall not permit any other person to occupy their space.

l. **Personal and/or Community Care.** Each Licensee is responsible for managing their personal care which includes; but is not limited to, appropriate personal hygiene, mental health, management of medical conditions or illnesses, and/or health-related personal needs. Licensees who inappropriately handle or dispose of biohazards including, but not limited to, medical syringes, blood and other body fluids, may be considered in violation of the personal care policy (as outlined in the CP Lofts Resident Handbook) and charged for repair or cleaning. Licensees are expected to behave in a manner that is consistent with the safety and well-being of others. Licensees may be held responsible for any action (or inaction) which is deemed to potentially endanger others within the community.

m. **Personal Refrigerators.** No personal refrigerators or freestanding freezer units of any size are allowed in the apartments.

n. **Signage.** Within the University Housing system, in or out of their apartment, a Licensee shall not possess or display signs or similar articles which are not the property of the Licensee, and which are in the Licensee’s possession without the permission of the owner thereof. Public property signs, lighted neon sign, or LED signs are not permitted.

o. **Windows/Walkways/Public Areas.** Objects placed in windows are permissible only if they are meant to enhance the interior decor of the living unit and do not block the use of the window.
   i. Signs, flags, posters or any other objects that impede the use of the window, to see through or to let in light, are not permitted. Window coverings installed in each room are not to be modified and, along with windows and window screens, must be kept in place at all times. Nothing is to be adhered to or posted on the inside or outside of apartment doors.
   ii. Tampering with, or removing blinds, windows or window screens from any part of the building is prohibited. Addition of a front screen door is not allowed.
   iii. Shaking, cleaning, hanging or placing any articles from the windows, outside window ledges or on outside hallways/walkways of the living unit is prohibited.
   iv. Due to the obvious potential for personal injury and/ or damage to living units, no liquid or objects (such as Frisbees, soccer balls, water balloons, etc.) may be released out of windows, in hallways or walkways, or down stairwells. Water fights are not permitted at any time.

p. **Motor-driven Vehicles.** Motorcycles, mopeds, motor scooters, or similar motor-driven vehicles cannot be taken into any Cal Poly residential community or living units for any reason. They may not be parked or operated on or in walkways, hallways, sidewalks, stairwells, patios, or lawns in and around Cal Poly residential communities.

q. **Obscene Matter.** Possession, display, and/or distribution of “obscene matter” as defined in the California Penal Code, Section 311, et seq., or lewd behavior, is unlawful and therefore violates campus policies.

r. **Raised furniture.** Lofts, raised beds, or the use of other bed structural modifications; such as, PVC, cinderblocks, metal pipes, etc., are not allowed in living units.

s. **University Furniture.** All University-owned furniture, equipment and appliances must be maintained in their assigned room or area (i.e., bedroom, living room, kitchen, etc.). Misuse or abuse of furniture, appliances, equipment and buildings is prohibited. Residents are not allowed to bring personal furniture into Cal Poly residential communities.

t. **Fire doors/equipment.** Licensees must keep outside doors locked and fire safety equipment operational. Propping doors open and tampering with security and/or fire equipment is prohibited and is a violation of State and Federal laws. Violations will result in disciplinary actions and may result in revocation of the housing license with no refund of housing fees.
u. **Operating a Business.** The operation of any personal or outside business utilizing housing facilities or resources is not allowed, unless residing in CP Lofts.

v. **Gambling.** Illegal gambling anywhere on State property is prohibited (e.g., activities played for money, checks, credit or other representative value).

w. **No access sites.** Unauthorized presence on rooftops, ledges, fire escapes or areas marked for restricted access in any Cal Poly residential community is prohibited. Fire escapes are nonoperational and not to be used in case of emergencies. They are maintained for historical purposes only.

x. **Additional locks.** The installation of any door or area locks other than those provided by University Housing is prohibited.

y. **Network Usage.** Network authentication is required prior to campus computer log-in. Unauthorized use, tampering with, or damage to, any part of the computer network connectivity system and/or violation of policies as stated in the University’s “Responsible Use Policy” and/or University Housing’s “ResNet Use Guidelines” located at the Housing website (http://www.housing.calpoly.edu) is prohibited. Violations may result in permanent loss of computer network connectivity privileges to the Cal Poly network and possible revocation of this License (see License Terms and Conditions §6- Revocation of License.) Violations may also result in a violation of the Student Conduct Code, as described in Sections §§41301 and 41302 of Title 5 of the California Code of Regulations, and CSU Executive Order 1098.

z. **Telephones.** This service and equipment is installed and maintained by the University in the common areas. Any alterations or tampering with this service and equipment may result in disciplinary action. In addition, the University may levy a service charge to correct difficulties due to unauthorized tampering with the service and/or equipment. This service and equipment are for emergency calls only. Apartments are equipped with ports capable of supporting a phone service. The Licensee is responsible for installing and maintaining their own service and equipment within their apartment. Students are encouraged to obtain a personal cell phone for local and long distance calls.

aa. **Solicitation.** Soliciting is not permitted.

bb. **Chemical Agents.** The improper discharge of a chemical agent (e.g., mace, pepper spray) in or around Cal Poly residential communities is prohibited.

cc. **Gatherings.** A gathering of more than eight total individuals in an apartment or common area without the approval of the Coordinator of Student Development is in violation of policy. Failing to comply with the policies for a registered gathering is prohibited.

dd. **Darts.** Darts and dart boards are not allowed in or around University housing facilities.

20. **CONDITIONS, DISCLOSURES AND COMPLIANCE**

a. Licensee shall avoid contact or exposure to conditions that may be considered hazardous. The Licensee is hereby notified that Cal Poly residential communities contain conditions or equipment that may pose a risk to the Licensee. University Housing staff will take reasonable steps to insure that all hazardous areas are secured or posted with appropriate warning signs. These conditions may include, but are not limited to, electrical substations, high voltage transmission lines, electrical transformers, or mechanical equipment.

b. Licensee may encounter building conditions or materials within or surrounding the physical living environment that may be considered hazardous. Licensee shall minimize contact, exposure and report unsafe conditions. These conditions and materials may include, but are not limited to asbestos, lead, and mold, cleaning chemicals, moist conditions or pesticides. The University maintains trained personnel to assist in the identification and response to hazardous conditions and materials. The University maintains written records of identified hazardous materials and their locations or uses.

c. Any Licensee who knowingly causes any hazardous substance (e.g., motor oil, antifreeze, battery acid, paint, pesticides) to be deposited into storm drains or natural drainage systems or upon any road or property shall be liable for payment of the complete cost of cleanup. Such persons may be subject to fines or imprisonment (California Penal Code Section 374.8).

d. Licensees have a responsibility to take appropriate action (including; but not limited to, informing a University Housing staff member) if they become aware of any policy violation.
e. **Government Data Collection.** University Housing is required to participate in federal and state government data collection/census processes. This can occur at any time throughout the year and Licensees may be asked periodically to participate in these processes.

f. **Megan’s Law Notification.** Pursuant to California Penal Code Section 290.46, information about specified registered sex offenders is made available to the public via an Internet website maintained by the Department of Justice at [http://www.meganslaw.ca.gov](http://www.meganslaw.ca.gov). Offenders are required by law to register with local law enforcement agencies. University Housing works closely with University Police on all criminal matters. For more information on Megan’s Law, please visit the University Police Department’s website at [http://www.afd.calpoly.edu/Police](http://www.afd.calpoly.edu/Police).

g. **Clery Act.** The Campus Security Report and the Campus Fire Safety Report can be found at [http://www.afd.calpoly.edu/Police](http://www.afd.calpoly.edu/Police). University Housing works closely with University Police in providing data and other reporting information.

h. **Security Cameras.** Surveillance cameras are provided in public common areas. Surveillance footage is not monitored only recorded. Surveillance camera footage is only accessible by law enforcement and used for investigation purposes.

21. **GENERAL PROVISIONS**

a. **Non-Waiver.** The waiver of any breach of a term or condition of this License shall not constitute a waiver of any subsequent breach.

b. **Taxable Possessory Interest.** It is the position of the University that this License does not create a taxable possessory interest in real property. However, pursuant to Revenue and Taxation Code §107.6, the Licensee is hereby notified that a taxing authority may take a contrary view and may assess the Licensee property taxes based on Licensee’s interest in this License.

c. **Indemnification.** Licensee shall indemnify, defend, and hold harmless the State of California, Trustees of California State University, California State University, California Polytechnic State University, Cal Poly Corporation, and their officers, agents, affiliates, auxiliaries, and employees (“Indemnified Parties”) from any and all claims arising from Licensee’s (or Licensee’s guests/invitees’) use or occupancy, including acts that are improper, illegal, or violate this License, that may be suffered or incurred as a result of the activities or omissions of Licensee (or Licensee’s guests/invitees), provided, however, that any such loss, damage or liability did not arise from the gross negligent conduct or intentional wrongful conduct of the Indemnified Parties.

d. **Records.** Licensee should print and maintain a copy of the “CP Lofts License Agreement,” which includes these License Terms and Conditions and the other documents referenced therein, including the [University Housing Resident Handbook](#) for their personal records.

e. **Document Conflict.** In the event of a conflict between the license, terms and conditions, handbook, and CSU policies, the more stringent and severe document, rule, or regulation will be enforced.