



## UNIVERSITY HOUSING

### California State University, Dominguez Hills University Housing License Agreement – Terms & Conditions, Academic Year 2024-2025

This License Agreement (hereafter this “Agreement”) is entered into between the Trustees of the California State University, acting by and through California State University, Dominguez Hills (hereafter the “University”), and the person named on the License Agreement (hereafter the “Licensee”). Submitting an online or hard-copy version of this Agreement to CSUDH University Housing (including an Agreement signed by a parent or legal guardian for students under 18 years of age) shall constitute acceptance of the Agreement terms and conditions by the student. This Agreement is considered accepted by the University on the date which the University sends out an official housing confirmation letter via US postal mail or electronic mail (email) to the Licensee.

Inappropriate conduct by students is subject to discipline on the California State University Dominguez Hills campus. The [Office of Community Standards](#) coordinates the discipline process and establishes standards and procedures in accordance with regulations contained in Sections 41301 through 41304 of Title 5, California Code of Regulations and can be found on their website. All violations of the Terms & Conditions or Policies & Regulations below are subject to discipline under the Student Conduct Code, Sections 41301, et seq and may be grounds for eviction from the residence halls and on-campus apartments. Conduct that is in violation of the law may also be referred to the CSUDH Police Department for investigation.

#### I. Obligations of the University

##### A. Terms of Occupancy and License

###### 1. Academic Year Occupancy (Fall Semester and Spring Semester)

The University grants the Licensee permission to occupy a bed space within the University’s student residence hall or student apartments (hereafter the “Premises”) for an academic year (fall and subsequent spring semester) at the University, beginning with the first applicable date listed on the “residences open” section of University Housing’s current “[UNIVERSITY HOUSING RATES & DATES SHEET](#)” (hereafter “Rate Sheet”) – and ending with the last applicable date listed on the “residences close” section of Rate Sheet as published online within the University’s website for Housing (<http://www.csudh.edu/housing>); the Rate Sheet is hereby incorporated in this Agreement as though fully set forth herein.

Licensee shall have no right to occupy or use the Premises beyond or in addition to the period provided herein; however, the University may, at its sole discretion, add days of occupancy as needed to best manage the check-in process and orientate various classes of students.

- i. **Winter Break and Intersession; (Dates are applicable as listed in the current Rate Sheet):** This Agreement grants the Licensee permission to remain in their assigned space during Winter Break at no additional cost, providing the Licensee is enrolled for the following spring semester.

Winter Break occupancy is granted to Licensee in accordance with the following items and conditions:

- a. Only Licensees continuing enrollment from the fall to spring term are eligible to occupy Premises during the winter break.
- b. Residents must complete a Winter Break application and indicate plans to be on or off campus during the winter break.
- c. Residents opting to be off campus during winter break and to return before spring opening may leave their personal belongings in their assigned space. Licensee acknowledges that any loss or damage to personal belongings shall be the Licensee’s sole responsibility.
- d. University offices will be closed for many dates between the close of fall semester and the opening of spring semester, and University Housing office hours, programs, and mail delivery will be significantly reduced during this time.

**ii. Spring Recess Occupancy**

This Agreement grants the Licensee permission to remain in their assigned space during all Spring Recess dates as provided in the University's current Academic Calendar, providing the Licensee is enrolled for the spring semester. During the spring break period many customary University services may be limited or not available including (but not limited to) mail services, package delivery, dining, and other regular student union/campus offerings, office hours and services.

**2. Summer Occupancy**

The University may grant the Licensee permission to occupy Premises for the summer term before or after the Academic Year if 1. Licensee submits a separate application requesting summer housing and 2. Licensee meets eligibility requirement for summer housing according to the terms within section II B of this Agreement. Summer room rates and occupancy dates apply as listed in the current Rate Sheet.

**B. Housing Assignments**

The University assigns Licensee to a bed space, at its sole discretion, and does not guarantee specific room types, bedrooms, apartments, or roommates. The University shall have the right to reassign the Licensee to a different apartment or bedroom without the consent of the Licensee prior to or during the term of the Agreement.

The following additional rules apply to housing assignments or reassignments:

1. 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 increase occupancy.
2. 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. The University does not guarantee specific living units or roommates.
3. Licensee agrees to not occupy an unassigned vacant space nor permit any other person to occupy an unassigned vacant space.
4. No Licensee shall cohabitate with a person other than their assigned roommate(s).
5. Licensee agrees that the assigned space is licensed for residential use only. Licensee shall not use the space as a business address, nor shall Licensee conduct any business activities on the premises.

**C. Enhancement of Educational Experience**

The University shall maintain a professional staff to work with students to develop community on the Premises, in order to enhance the social, educational and recreational experiences of the students. The University shall provide opportunities for input from Licensees on the development of the community. Licensee agrees to recognize the importance of maintaining the Premises/University Housing building and grounds as an environment conducive for fellow Licensees to study, live, and sleep in the student housing facilities. While in this community, Licensee agrees not to disturb this environment. Licensee will abide by all hours of operation/quiet hours that are applicable.

**D. Utilities, Services, and Furnishings**

The University shall pay for water, trash removal, electricity and gas for the Premises. However, the University may, at its discretion, charge Licensee for any excessive use of the aforementioned utilities. The University shall also provide wireless Internet access to Licensees, but the University makes no commitment to connectivity speed and University Housing is not responsible for intermittent service or other related interruptions which may occur. The University may provide satellite television connectivity, but makes no commitment to the number or availability of any channels. The University shall provide a living unit and furnishings, which are listed by University Housing, in the condition thereof noted, on the inventory section of University Housing's online Housing Portal (hereafter the "Inventory") which is hereby incorporated in this Agreement as though fully set forth herein. The Licensee shall accept and document the condition of utilities/inventory at the time of the Licensee's first-day occupation of the Premises. If the Inventory is not updated and submitted on initial occupancy, Licensee will not be able to appeal damage charges assessed at move out.

**E. Construction and Renovation**

Construction and renovations on the California State University, Dominguez Hills campus may occur in or near the housing facilities. Work is generally scheduled during normal daytime hours (7:00 a.m. – 5:00 p.m.). Construction projects could result in disturbances and disruptions, including but not limited to, increased noise and dust in the area. University Housing will provide notification of construction in or near student apartments whenever possible. By accepting this Agreement, the Licensee agrees that they have been advised of possible construction and acknowledges disturbances and disruptions resulting from construction are not grounds for termination of this agreement or adjustment in housing charges.

## II. Obligations of the Licensee

### A. Age

The Licensee must be admitted to the University, a high school graduate or equivalent and the Licensee must be at least 17 years of age and turning at least 18 years of age within the Academic Year.

### B. Eligibility for Occupancy

To maintain eligibility for occupancy during the Academic Year, the Licensee must be an enrolled student at CSUDH for a minimum of 12 undergraduate or 6 graduate units during each semester. Exceptions may be granted by the Director of University Housing or a designee, at his or her sole discretion.

To maintain Housing eligibility for the summer term, the Licensee must meet one of the following criteria:

1. Enrollment at CSUDH during the summer academic term for 6 or more undergraduate units or 4 graduate units;
2. Employment by CSUDH during the summer academic term;
3. Enrollment for 12 undergraduate or 6 graduate units at CSUDH in the preceding spring academic semester and the following fall academic semester;
4. Exceptions may be granted by the Director of University Housing or a designee, at his or her sole discretion.

Enrollment in Open University in any given academic term, does not count toward the number of units required for occupancy. Students enrolled in the American Language and Culture Program (ALCP) are eligible for occupancy on a space-available basis.

Licensee is responsible for all Housing-related fees, even in the event that he or she fails to maintain enrollment at the minimum level necessary for Housing eligibility. The University may, at its sole option and discretion, revoke this License in accordance with the provisions herein if the Licensee fails to enroll in the minimum units, or drops below the minimum unit requirement after the beginning of the academic fee period.

### C. Room Charges

1. The Licensee shall pay the room rate that is specified in the established Rate Sheet. The rate of the room will be based on the license term and room type of the Licensee's assigned room and/or apartment type. Generally, all apartment bedrooms are assigned as double-occupancy and all residence hall bedrooms are assigned at double, triple, or quadruple occupancy. There may be additional terms and conditions set forth online in the University Housing Room Rate, Payment, and Fee Schedule, and those terms and conditions are incorporated in this Agreement as though fully set forth herein.
2. In addition to the aforementioned fees, the Licensee shall pay, prior to occupying the Premises, a cleaning and damage Security Deposit as specified in the University Housing Room Rate, Payment, and Fee Schedule. This deposit shall be returned to the Licensee after they have vacated the Premises, less any deductions for housing charges still owed, and/or cleanup and repair expenses incurred by the University for the Premises and/or furnishings on the Inventory beyond ordinary wear and tear. The University will also assess charges to the Licensee for cleanup and repair expenses that exceed the amount of Security Deposit.
3. If the Licensee is paying for University room charges from financial aid, the Licensee hereby authorizes the University to deduct the amount necessary to pay these fees from their financial-aid award during the academic semester for which the financial aid is received. The Licensee shall be responsible for any room charges or other fee obligations that are not fully covered by the financial aid award. Payment is due according to dates established in the University Housing Room Rate, Payment, and Fee Schedule.
4. If the Licensee is assigned or executes a License Agreement after the opening date of the semester set forth in the Terms of Occupancy herein, the term of the License Agreement shall be prorated.

### D. Maintenance of the Premises

1. The Licensee shall at all times clean and maintain the Premises in good order and repair.
2. The Licensee agrees to recognize the importance of maintaining the Premises as an environment that is conducive for fellow students to study, live and sleep.
3. The Licensee agrees not to disturb the Premises or its environment.
4. The Licensee shall make no alterations to the Premises without the written permission from the University.
5. The Licensee shall not keep on the Premises any highly flammable materials, firearms, ammunition, fireworks, explosives, dangerous weapons, or any other material or instrument that the University believes poses an unreasonable risk of damage or injury.

6. In the event the Licensee fails to clean and maintain the premises or furnishings in good order and repair, the Licensee shall pay promptly the University reasonable costs incurred in returning the unit to a condition of good order and repair. The Licensee's security deposit, or a portion thereof, may be expended for the purpose of payment for such costs.
7. Licensee agrees to be jointly responsible with the other Licensee for their living unit including, but not limited to, damage or loss of furnishings, equipment, fixtures, and structures.
8. Licensee agrees to be jointly responsible with the other Licensees who have access to common areas for the common areas for the living unit, including, but not limited to, damage or loss of furnishings, equipment, fixtures, and structures. Payment for damage or loss of common area furnishings, unless specifically assigned to individuals, may be assigned to all members of the living unit who have access to the common areas of their apartment or building.
9. The University is not responsible for damage, destruction, loss or theft of the Licensee's personal property that is or was located on the Premises at any time, including periods when the Licensee is not in occupancy or after the Agreement period has expired. The Licensee bears sole responsibility and discretion as to the securing, protecting and insuring against damage of their personal property. The Licensee acknowledges that the University has no insurance to cover the personal or property damage of the Licensee. (The University recommends that Licensees obtain personal and/or rental insurance to include personal liability for damage to University property.)

#### **E. Adherence to Rules and Regulations**

The Licensee agrees to at all times obey the rules, regulations, policies and prohibitions set forth in [Title V of the California Code of Regulations](#) (insofar as they pertain to student conduct, generally, or specifically student housing) or established in CSUDH University Housing community standards, policies, and any other University regulations pertinent to residential students prior to or during the Agreement period. All such rules, regulations, policies and prohibitions are incorporated in this Agreement as though fully set forth herein. Licensee agrees to abide by both the University Student Conduct Code, Housing Policies and Regulations, and all aspects of this License Agreement.

#### **F. Health and Insurance**

1. During the period covered by this License, 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 students.
2. Licensees considered to be matriculated International Students or International Students of other University Programs are required to maintain health insurance, per University guidelines.
3. Prior to occupying the Premises, the Licensee must demonstrate fulfillment of all [immunization requirements](#) of the State of California and California State University as managed by the University's Student Health Services Office.
4. First-year students will be provided information about the meningococcal disease and the availability of a vaccine. Though meningitis vaccination is not required, it is strongly recommend by the national Centers for Disease Control and Prevention for all individuals living in student housing. (See <https://www.cdc.gov/meningococcal/> for additional information about meningitis.
5. The Licensee also affirms that they do not have a health condition that might be affected by group living. Persons with pre-existing conditions such as, but not limited to, environmental allergies or asthma, may find such conditions exacerbated. They should consult their physician.

### **III. Expiration, Revocation and Cancellation of the Agreement**

#### **A. Normal Expiration**

The license conferred by this Agreement shall expire on the date specified in Section I. A. of this Agreement.

#### **B. Revocation by the University**

The University may revoke this Agreement and initiate removal and/or banishment of a Licensee upon the occurrence of any of the following reasons:

1. Nonpayment of room charges or fees;
2. Failure to be enrolled in the required number of academic units;
3. Selling, using, knowingly possessing, or being in the presence of restricted or dangerous drugs, controlled substances, or narcotics as those terms are used in California or Federal statutes;

4. Possession of any firearm, knife (including kitchen knives and similar utensils when not used for their intended purpose) , deadly weapon, ammunition, fireworks, explosives or dangerous chemical;
5. Misuse, abuse, theft or destruction of campus property or misuse, abuse, theft or destruction of the property of any member of the campus community;
6. Physical abuse towards any campus community member or the threat of such abuse;
7. Falsification of any required information requested by the University;
8. An emergency in which the peaceful and orderly operation of the University, or the health and safety of any person, is or may be jeopardized;
9. Administrative necessity of the University;
10. The Licensee's breach of any term or condition of the Agreement, including failure to abide by Title V of the California Code of Regulations or any applicable University rules, regulations, policies and prohibitions as set forth herein.

Notice of withdrawal of a license may be proceeded with an up to three-day removal notice; however, the University reserves the right, with or without advance notices, to issue a removal notice.

Revocation of this License due to Licensee conduct does not absolve Licensee from any obligations to pay outstanding Housing charges and/or damage charges for the remainder of the academic year.

If the Licensee is removed from University Housing, voluntarily leaves University Housing or is suspended from the University, Licensee shall owe the full fee period of the license, any charges for damages and cleaning, and all non-refundable fees, including the housing application fee and any RSA (Residential Associate Fee).

Revocation of the License by University for other reasons may qualify as a basis for Cancellation.

### **C. Cancellation by the Licensee**

The Licensee is aware that cancellation requests must be approved by the University before the agreement is terminated.

#### **1. Cancellations prior to the start of the Agreement with at least 30-day written notice**

The Licensee may cancel this Agreement for any reason by providing written notice to CSUDH University Housing at least 30-calendar days before the first day of the Agreement period. If approved, all fees, with exception of the \$30 application fee, will be credited to the Licensee's student account.

#### **2. Cancellations prior to the start of the Agreement without 30-day written notice**

Any request by the Licensee to cancel this Agreement less than 30-calendar days before the first day of the Agreement period must include a statement of reasons thereof. With appropriate documentation and verification, the University may, at its sole discretion, grant or deny a cancellation of the Agreement based on the following standards:

- i. End of student status
- ii. Marriage
- iii. Military service
- iv. Extreme hardship (compelling and unanticipated medical or financial problems beyond Licensee's control arising after the date of execution of their License Agreement. When financial difficulty is asserted as the basis for extreme hardship, students must show that they have exhausted all possible options, including taking out loans.)

A \$50 cancellation fee and a prorated daily rate starting from the date the Licensee requests the cancellation through the end of the required 30-day notice period may be collected. All other reasons to cancel this Agreement under this subsection shall be granted or denied at the sole discretion of the University. If the University is able to find a suitable student replacement for the Licensee with no impact to overall housing facility occupancy, the Licensee will receive a refund, less the \$30 application fee and any other non-refundable fees.

#### **3. Cancellations without a notice prior to the Agreement (no show without written cancellation)**

If the Licensee fails to submit a written request to cancel and does not check in within seven days of the beginning of the Agreement, the Licensee will be charged according to the Section III, C. 2.

#### **4. Cancellations after the start of the Agreement period**

Any Licensee who requests to cancel this Agreement after it has begun must provide written notice and reason thereof. With appropriate documentation and verification, the University may, at its sole discretion, grant or deny a cancellation of the License Agreement based on the following standards:

- i. End of student status or withdrawal from the University
- ii. Marriage
- iii. Military service
- iv. Extreme hardship (compelling and unanticipated medical or financial problems beyond Licensee's control arising after the date of execution of their License Agreement. When financial difficulty is asserted as the basis for extreme hardship, students must show that they have exhausted all possible options, including taking out loans.)

A \$50 cancellation fee may be collected from the Licensee. The Licensee shall be charged a prorated daily rate from the date the Licensee requests the cancellation through the end of the required 30-day notice period. All other reasons to cancel this Agreement under this subsection shall be granted or denied at the sole discretion of the University.

Approved Cancellations for the reason of withdrawal: University Housing will conduct a mid-term enrollment review of all Licensees released from their Agreement due to withdrawal from the University. In the event the Licensee has enrolled subsequent to his/her release from their License Agreement, the balance of fees associated with the original Agreement will be reinstated in full. If the University denies Licensee's request to cancel this License Agreement, Licensee will continue to be assessed room charges for the full occupancy period.

Checking Out: When checking out of the Housing facility, Licensee must return their assigned space to the original configuration and condition; turn in all keys; and remove all personal property. It is the Licensee's responsibility to follow proper University check-out procedures (Licensee should check with their front desk for proper check-out procedures); failure to do so may result in charges for improper check-out. Licensee's meal plan will become invalid upon termination of License Agreement.

**D. Abandonment or Termination by the Licensee**

Any property of the Licensee remaining on the premises after abandonment, termination, removal or revocation of this License may be retained or disposed of through sales, donation or in such manner as the University determines in its sole discretion. In the case of abandonment, the University may, at its discretion, keep or dispose of the items worth less than \$300 if the Licensee has not requested, in writing, the return of the property within 15 days of receipt of notice from the University. (Notice of abandoned property will be sent via the student's University email address and/or by postal mail using the student's current address on file with the University. It is the Licensee's responsibility to make sure that his/her contact information is kept current.) In cases where property has been lost or is otherwise unclaimed and is worth \$300 or more, the University, after three months, may sell the items at public auction. The University may charge a reasonable storage fee before the return of property. The Licensee releases the University from any liability for any damages or loss to property disposed of in the manner described above.

**E. Destruction or Unavailability of the Premises**

The University may cancel this Agreement if, due to circumstances not reasonably foreseeable at the time of its execution or beyond the control of the University at any time, the Premises or the Licensee's bed space are destroyed or become unavailable.

**F. Refunds for Cancellation or Revocation**

Fee refunds for the cancellation or revocation of this Agreement shall be governed by the provisions of section 42019 of Title V of the California Code of Regulations. Refunds of security deposits shall be based the provisions of section II. C. 2. of this Agreement.

**G. Non-Waiver of Breach**

The waiver of any breach of this Agreement shall not constitute a waiver of any subsequent breach. The University's acceptance of room payments with knowledge of the Licensee's violation of a provision or covenant of this Agreement does not waive the University's right to enforce any provision or covenant of this Agreement.

**H. Vacating the Premises**

The Licensee shall vacate the Premises: (1) upon the normal expiration of this Agreement or (2) upon termination or revocation of this Agreement or (3) within the three-day period set forth in the three-day removal notice, whichever comes first. When vacating the Premises, the Licensee shall remove all personal property, leave the assigned living unit in a clean and orderly condition to avoid cleaning fees, and return room keys/keycards and any mail key, as instructed to avoid re-keying charges. Licensees vacating after the required date and time will be assessed a late charge and charged for recovery costs of related and appropriate expenses.

#### **IV. Treatment of Indebtedness**

Any failure by the Licensee to satisfy the financial obligations of this Agreement may result in the following:

- A. Imposition of a late fee, in accordance with the University's fee schedules;
- B. Revocation of the Agreement and removal from Premises;
- C. Withholding of University services and registration privileges;
- D. Offset or garnishment of paychecks, loans, grants, scholarships, lottery winnings and income tax refunds or rebates;
- E. Referral to and legal action for collection of any balance due or past due, including for the recovery of the costs of collection;
- F. Notification to credit bureau organizations of any past-due status and/or balances.

#### **V. Right of Entry**

The University shall have the right to enter the Premises, at any time, for the purposes of emergency, health, safety, maintenance, enforcement of applicable rules and regulations, or for any other legitimate purpose to the extent permissible by law.

University personnel, including those contracted by the University, may enter the Licensee's living unit 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 reasonable notice of intent to enter said living unit, except

- A. in cases of emergency or building evacuation,
- B. abandonment of the living unit by either the Licensee or Licensee's roommates,
- C. the Licensee consents at the time of entry and for the reasons stated in this provision, or
- D. utility maintenance (e.g., electrical, plumbing, water).

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. Licensee will be responsible for safeguarding their belongings.

#### **VI. Taxable Possessory Interest**

It is the position of the University that this Agreement does not create a taxable possessory interest in real property. However, pursuant to Revenue and Taxation Code section 107.6, the Licensee is hereby notified that a taxing authority may take a contrary view and may assess the Licensee's property taxes based the Licensee's interest in this Agreement.

#### **VII. Successors in Interest**

The University retains the right to transfer its interest and obligations under this Agreement. The Licensee may not assign or transfer their rights or obligations under this Agreement without the written permission of the University. The Licensee may not sub-license or sublet the Premises to, or permit the occupancy of the Premises by, any other person without the written permission of the University.

#### **VIII. This Agreement is subject to change without notice.**

**Notice:** Pursuant to section 290.46 of the Penal code, information about specified registered sex offenders is made available to the public via an internet website maintained by the Department of Justice at the following link: [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov). Depending on an offender's criminal history, this information will include the address at which the offender resides or the community of residence and zip code in which they reside. California State University, Dominguez Hills, is providing this notice in compliance with a legal requirement. This notice is not intended as a statement or implication that any University facility is susceptible to the activities of or has experienced any problems with sex offenders. This notice is only intended to make the law widely known.

Last updated: March 25, 2024 (ADA)