

**GALVESTON COLLEGE**  
**Office of Student Life**

**2021 – 2022 Student Housing Contract Terms and Conditions**

\_\_\_\_\_ Annual Contract (August 30, 2021 to May 12, 2022)

\_\_\_\_\_ Spring Semester Contract (January 12, 2022 to May 12, 2022)

**1. Parties and General Agreement:** Galveston College ("GC") grants to (Print Name and Student ID Number)

\_\_\_\_\_/\_\_\_\_\_  
Student Name / ID Number

a license to occupy and use a room assigned to Student within a GC student housing unit as a temporary residence subject to the stated terms and conditions and during the dates set forth herein. This Contract is not a guarantee for a particular house, apartment or room within a particular housing unit. This contract is not a lease and does not create a landlord/tenant relationship between the parties.

If Student is under the age of 18, Student's parent or legal guardian must sign this contract and must make all payments to GC under this contract if Student fails to do so. Parent or guardian, by signing this contract, guarantees all payments required in this contract and thus is referred to herein as "Guarantor." For purposes of this contract, use of the term "Student" means Student and Guarantor, jointly and severally, to the extent that Student is under the age of 18. If the Student signs this Contract prior to the age of 18 and has failed to get the requisite signature of a parent or legal guardian, the Contract may be cancelled by GC and cancellation penalties and fees shall be assessed.

In exchange for the payments set forth herein, GC agrees to provide a temporary residence for the dates set forth hereinto. Each Student is assigned to a two or three-person room or apartment with a shared bathroom. **Purchase of the meal plan is required** and charges for the meal plan will be itemized and shown as a separate charge from the room charge.

**2. Contract Period:** The term of this contract is for the period stated above. The contract period for student residency begins with the official Residence Hall opening date for the Fall semester which is on **August 29, 2021** and ends the day after Student's last final examination of the Spring 2022 semester. The contract period for students moving on campus after the beginning of the contract period will be for the remainder of the above stated contract period. All student housing will be closed during breaks established by GC such as Thanksgiving Break, Winter Break, and Spring Break. Resident food service will not be available during these periods.

**3. Eligibility Requirements:** The following are the requirements to be eligible for on-campus housing:

**A. Hours:** Student must be enrolled full time in classes at GC in at least 12 hours per semester ("Full-Time Status"). A Student not enrolled in classes will not be able to remain in student housing. Every Student must maintain **full-time status** while living in GC student housing. If a Student drops classes and falls below the required 12 semester hour enrollment status, they must inform the Student Life Coordinator and request a written waiver to continue living in student housing. If such a waiver is not requested, or is not granted, the Student will not be allowed to remain in student housing.

**B. GPA:** Student must meet academic standards of progress as defined in the college catalog. Current GC students and students transferring to Galveston College who apply to live in student housing for the first time

must have a cumulative GPA of 2.0 and be enrolled in a minimum of 12 hours. Transfer students may request an exemption to the GPA requirement from the Student Affairs Committee. A student's failure to meet any of these requirements will result in denial of housing or removal from housing.

**C. Age:** A student must be at least 17 years old as of the first day of the contract period in order to be eligible to live in GC student housing. In very limited circumstances, the Associate Vice President for Student Services may, in his/her sole discretion, grant an exception to this minimum age requirement for good cause as shown.

**D. Background Check:** Student must have an acceptable criminal background check in order to be eligible for housing. Registered sex offenders are not permitted to live in or be within the living areas of any Galveston College student housing. A student who has been removed from student housing due to housing disciplinary action will no longer be eligible to live in student housing.

**E. Deposits:** The **\$100** housing application processing fee and **\$200** room deposit must be paid in full.

**F. Medical:** Meningitis shot records and proof of medical coverage or a completed medical waiver must be provided along with the housing application. Student athletes are not eligible to apply for a medical coverage waiver.

#### 4. Payments and Deposit:

A. During the 2021-2022 academic year, a room with a shared bathroom had a per semester cost of **\$1500** for Seibel Residences; Whitecaps Apartments; and the house at 3815 Q1/2 per student. **\$1350** House and Garage Apartments at 2223 Ave R and the house at 3802 Ave R. There is a mandatory meal plan per semester cost of **\$1961.49** per student. *Please check with the Student Life Coordinator's office or the student housing webpage in late March or early April for updated pricing information.*)

Students assigned to a room after the third day of classes will have their semester charge prorated based on the number of days remaining in the semester. A Student living in a private room will have an additional fee charged.

B. Payment will be considered received if: (1) payment in full is made to Business Office (2) proof of financial aid awarded and accepted scholarships, grants, and loans is made available to the Student Life Office (3) proof of a payment plan being established with the GC Business Office is made available to the Office of Student Life. All room and board charges must be paid via one of these methods before a student can move into Student Housing.

C. If student fails to pay the amounts set forth herein by the fifth day after the first day of class, GC may terminate this contract at its sole option and require the student to vacate student housing within three (3) business days of written notice.

D. If Student is suspended or dismissed from student housing or GC, or this contract is cancelled by GC in accordance with the terms set forth herein, the meal plan will be stopped the day resident is removed and the bill adjusted for services used. **Students suspended or dismissed from student housing will forfeit their \$200 housing deposit and receive no refund of any part of their housing payment.**

E. Cancellation and Refund Policy:

- Requests to cancel a housing application must be received by the Office of Student Life in writing 30 days prior to the check-in date in order for the housing deposit to be refunded.
- The housing deposit and room charge will NOT be refunded if a student is placed in a room and fails to move in.

- A Student who chooses to move out of student housing prior to the completion of the contract will receive no refund of any portion of the room charge and forfeit the housing deposit.
- The meal plan will be stopped the day the resident checks-out of student housing and the refund will be prorated for the services not used.
- Requests for room deposit refunds, for residents who chose not to return to student housing following the completion of the annual contract, must be requested from the Student Life Coordinator within 30 days after the end of the semester of residency.
- Deposit refunds will be made only after the resident has completed the proper check-out procedure. If any damages occurred during your stay, they will be documented on the “Unit Condition Inventory Form” and will be deducted from the housing deposit. If these damages occur in a shared space and an individual does not claim the damage the whole unit will be charged.
- There are no cash refunds. Refund checks are processed within two- to four-weeks’ time. All check refunds are made by mail to the address on file in the Admissions/Records Office.
- Deposits older than 1 year with no student activity will not be refunded.

### **5. Room Assignments:**

A. When making student housing assignments, GC gives equal consideration to all applicants without regard to age, race, color, religion, national origin, gender, disability, genetic information or veteran status. The Office of Student Life reserves the right to assign and re-assign housing spaces at any time. Students may only change room assignments with the written consent of the Office of Student Life.

B. When Student rooms have a single space available, Students will be consolidated so every room will be fully occupied with two (2) or three (3) students, depending on the housing unit. Room consolidation assignments will be made by the Student Housing Staff.

C. During the Fall and Spring semesters, room changes within the same housing unit can be requested after the 12th class day. All room changes must be approved by the Student Life Coordinator. Any resident requesting a new roommate will be required to change rooms. Residents changing rooms must follow standard check-out procedures. Failure to follow this process will require the students to return to the assigned room and/or be assessed a fee.

D. If, after the 12th class day, a housing unit is not 100% occupied and private room space is available, signs will be posted in the facilities where the available space is located. The signs will list the amount of the additional private room charge, the number of private rooms available, the time(s) and location(s) to register for a private room. Private rooms are assigned on a first come, first served basis. When a private room is assigned, the additional private room charge will be placed on the student’s account.

E. Only the persons assigned by GC to student rooms may reside there.

F. Occupancy of assigned space is contingent upon the timely receipt of required application materials and fees, passing a background check, and the return of a properly signed contract.

### **6. Move-In Occupancy:**

A. Students may move in on the first day of the contract period. However, food service will not begin until the first day of class so students should plan accordingly.

B. Students who do not check-in by 2 p.m. on the first class day will forfeit their housing deposit, housing fee and room reservations. In the case of an unavoidable delay, the student should contact the Student Life Coordinator prior to move-in for permission for a late arrival.

C. Occupancy of student's room by the student shall constitute student's confirmation that the room (including equipment, furniture, and fixtures) is clean, sanitary, and in good working order and condition at the time of occupancy. A Student is considered to occupy an assigned room when any part of the check-in procedure is completed (key access issued, completion of room condition sheet, putting belongings in room, etc.).

D. All student housing will close at 10:00am the day after final exams end in the fall and spring semesters.

E. If a student plans to return to the same room in the spring semester that they used in the fall semester, the student may leave their possessions in the room. The student will not be able to live in or visit the room between semesters unless special approval is granted by the Office of Student Life. GC accepts no responsibility for items left in rooms between the fall and spring semesters.

F. When a Student checks into their assigned housing unit, they may be issued a key to open the entry door. The key and the GC ID card should never be given to another person or left unsecured. Entry to housing through unauthorized areas or allowing unauthorized persons into student housing will result in appropriate disciplinary action. Lost or misplaced keys should be immediately reported to the Office of Student Life.

#### **7. Check-Out Procedure:**

A. When a student moves out of student housing they must check-out with a member of the housing staff and remove all personal possessions from the room. Any items left in the assigned space after final check-out will be considered abandoned property and be discarded by GC. When leaving, rooms and bathrooms must be cleaned. Failure to clean the room and/or properly check-out with a staff member will result in a cleaning and improper check-out fine(s) being added to the student's account. Specific check-in and check-out instructions are listed in the Residence Life Handbook.

B. Student shall vacate student's room by 3:00pm the day student housing closes for breaks established by GC. If student has classes or GC work responsibilities, student shall vacate student's room by 7:00pm the day the housing unit closes for breaks established by GC. Student shall vacate student's room 24 hours following their last final examination at the end of each semester, or session, during the contract period. Failure to vacate the facility by the established times, or contact the hall staff in advance to request an extension will result in a daily fee being added to the student's account.

C. If Student withdraws from GC during the contract period, student must vacate the room within twenty-four (24) hours after withdrawal. Failure to follow these procedures will result in additional charges and fees. Please see the Residence Life Handbook for a list of possible fees and charges.

D. Student must complete all GC Office of Student Life checkout procedures and return all mailbox keys in order to avoid improper checkout charges. Failure to follow those procedures will result in improper checkout charges. Failure to return keys will result in additional charges for each lock that must be changed per missing key. An improper checkout may include, but is not limited to failure to clean, vacuum, sign check-out paperwork or check out with a member of the housing staff.

E. If Student graduates at the end of the Spring semester, Student may stay in student housing without additional charge through the date of student's commencement ceremonies if student makes a written request to the Student Life Coordinator or Student Housing Supervisor on or before the tenth day prior to the ending date of the contract period.

F. If Student fails to vacate by the last day of the contract period or within twenty-four (24) hours after the student withdraws from GC, the student will be charged a daily fee for the holdover period. Further, Student shall indemnify GC and prospective residents from damages, costs, and expenses arising out of, or related to, student's failure to timely vacate including, without limitation, lost revenues, lodging expenses, and attorneys' fees.

## 8. **Obligations of GC**

A. GC personnel may enter Student's room at any time in the event of an emergency and at any reasonable time for any reasonable purpose, including, without limitation, inspection, maintenance, or investigation of violation of GC Regulations.

B. GC is not responsible for loss or damages to personal property by theft, fire, or other casualty, whether such loss occurs in Student's room, public areas, or elsewhere in Student Housing. Items left in Student's room when Student checks out, will be disposed of by GC in accordance with GC policies then in effect.

C. The Office of Student Life will install, change, or re-key a security device on any exterior door of Student's room after receiving a written request from Student. A charge for labor, materials, overhead, and extra keys provided by the Office of Student Life shall be paid by Student promptly upon delivery of a statement for same from GC, unless such charges are prohibited by applicable law.

D. In the event that GC is prevented from completing the performance of any obligations under the Contract by an act of God or other occurrence whatsoever that is beyond the control of GC, GC shall be excused from the performance of such obligation to the full extent allowed by law.

E. **Maintenance Requests:** There are no additional charges for routine maintenance work. If there is a maintenance issue, it is the Student's responsibility to submit a maintenance request in a timely manner. Students should submit a work order by contacting the Office of Student Life. Maintenance personnel make repairs as work orders are received.

## 9. **Conduct and Care of Room**

### A. **Property Damage:**

1. GC and the Office of Student Life will not be held liable for any damages or losses to person or property caused by another person, theft, burglary, assault, vandalism, or other crimes, fire, flood, water leaks, rain, hail, ice, snow, explosions, interruptions of utilities or other natural occurrences. The Student is responsible for the assigned room and its contents. It is highly recommended that Students carry insurance on their possessions. Valuable items, including cash, should not be kept in the Student's room, especially during official breaks established by GC.

2. The Student is liable for any damage to GC property caused by his or her willful actions or negligence. If the person causing the damage cannot be identified, the residents of the room bear the charges for the damage. The Student will not be liable for damages caused by acts of nature or for normal wear and tear. The Student will receive a bill for the full amount of any above mentioned damages. When damages or conditions requiring special cleaning occur in public areas and the person responsible cannot be identified, the residents of the building may be required to reimburse GC for repair, replacement, and/or cleaning charges. These Students may also be required to pay additional fines or suffer other disciplinary consequences if damages or cleaning expenses were caused by vandalism or other purposeful acts.

3. Student agrees to be liable for all property damage or losses caused by Student, his or her guests or invitees, to his or her assigned room, Housing unit, or any contents of same.

4. Student is responsible for the condition of the assigned room and all furnishings assigned to him/her and Student shall reimburse GC for all damages to the room or its furnishings other than normal wear and tear. Student is also responsible for cleaning his/her room and shall reimburse GC for all cleaning costs in excess of normal wear and tear.

5. Damages within the assigned room are the combined responsibility of the Students assigned. Damage to the common areas of Student Housing, where the cause is not known, will be assigned on a pro-rated basis to Students in the entire house, apartment or the specific area where the damage occurred, depending on location.

#### **B. Care of Facilities**

1. Student is responsible for keeping Student's room in a neat and orderly fashion at all times. Student shall not cause or permit to be caused damage or alterations to the room, furniture, or equipment. All costs associated with repairs arising from or related to Student's failure to comply with the foregoing requirements shall be paid by Student to GC promptly on demand.

2. Student residents may not paint or alter the room in which they reside, nor may they alter the building, equipment, or grounds surrounding the building. Wallpaper, contact paper, floor tile, or adhesive carpet squares are not allowed to be used to decorate or refurbish the room.

**C. Rules and Regulations:** The Student will comply with all the rules and regulations outlined in the Residence Life Handbook, GC Student Handbook, all GC Board Policies, and the GC "Student Code of Conduct" which are now in effect or may in the future come into effect. It is the Student's sole responsibility to read such documents and be familiar with same. The Residence Life Handbook and the GC Student Handbook are available on the GC public web-site. In addition, all Students must attend mandatory housing meetings, conducted by the Housing staff, on various dates throughout each semester. At this meeting, Student Housing expectations, rules and guidelines will be reviewed. Student's failure to abide by the Office of Student Life Housing rules and regulations as set forth in the Resident Life Handbook, The GC Code of Student Conduct and Student Handbook, and GC Board Policies, or any rules reviewed at mandatory house/apartment meetings may result in termination of this Contract, and/or the Student's suspension or dismissals from Student Housing.

#### **10. Obligations and Agreement of Student and Guarantor**

A. Student agrees to pay all charges as due and to comply with and abide by these terms and conditions and those in the Residence Life Handbook, Student Handbook, GC Board Policies and all other GC rules, policies, and regulations which are now in effect or may in the future come into effect, governing student conduct or pertaining to GC student housing. (individually and collectively "GC Regulations").

B. Student acknowledges and agrees that rates or fees are subject to change by legislative or Board actions or otherwise, as are GC Regulations and GC Housing Policies. Changes and additions are officially announced and/or posted. The announcement or posting constitutes actual notice. Changes and additions to GC Regulations and GC Housing Policy become effective and binding at the first date of posting or official announcement.

C. If Student violates any of the terms or conditions of the Contract, or if GC determines that Student has repeatedly disregarded the community living standards and/or endangered the community, GC may remove student from on-campus housing, suspend Student from the college or refuse to offer Student a GC Housing Contract in the future.

D. If Student is subject to GC disciplinary action, Student may be required to change residence within GC Housing or to withdraw from GC Housing. If GC requires Student to withdraw from GC Housing, the Contract

will be automatically cancelled. Any Student whose actions pose life-threatening danger to self or others is subject to immediate and permanent removal from GC Housing without prior written notice.

E. Student agrees to advise GC in writing of any change of address, identification number, or telephone number. Failure to provide this information may result in cancellation of Contract at GC's option.

F. No additional persons may occupy the assigned space.

G. The furniture and appliances provided by GC will not be removed from the assigned space or be stored.

H. Students are responsible for the condition of the assigned space during the contract period and shall reimburse GC for all cleaning costs in excess of normal cleaning costs incurred after vacating the assigned space.

I. Conducting business of any kind from the assigned space or public space is prohibited.

J. Student shall comply with all laws, including but not limited to all laws regarding the use of alcohol, weapons, and controlled substances. Noncompliance will subject Student to disciplinary action, which may include suspension from Student Housing.

K. Student may not possess or use any open flames or open heating element devices, fireworks, or other similar flammable objects or devices.

L. The Student must allow entry of a GC Official (including but not limited to a GC police officer or licensed peace officer) for maintenance, room health and safety inspections, or when it is deemed necessary by a GC Official. Office of Student Life staff members are considered GC Officials.

M. Student has no reasonable expectations of privacy in any common area.

**11. Cancellation of Contract:** This Contract may be terminated or cancelled at GC's option for the following reasons:

A. Graduation between the fall and spring semesters.

B. Academic suspension at the end of the fall semester.

C. Any student whose actions are found to be detrimental to the welfare of the student living community will be removed from on campus housing. Failure to comply with the student housing rules and regulations will result in disciplinary action. Sanctions may include but not be limited to fines, performing community service, removal from student housing, and the issuance of a criminal trespass warrant. Students who are administratively removed from student housing for disciplinary reasons will forfeit their housing deposit and fee, and must move out of student housing within 24 hours of notification.

D. Administrative removal or suspension from GC for any reason.

E. Failure to pay all costs set forth in this Contract or otherwise required by GC (such as, but not limited to, tuition or fees).

F. Any violation or breach of any term or condition of this Contract.

G. Residents are on an annual (fall through spring) contract. If fall semester residents do not return for the spring semester, either by choice or by institutional disciplinary action, they will be charged a \$400.00 break-contract fee.

H. Any other reason set forth in the Office of Student Life Housing rules and regulation or publication.

**12. WAIVER AND INDEMNITY: GC SHALL NOT BE LIABLE TO THE STUDENT, OR THOSE CLAIMING THROUGH OR UNDER THE STUDENT, FOR INJURY, DEATH, OR PROPERTY DAMAGE CAUSED BY ACTS OF NATURE, FIRE, WATER, SMOKE, UTILITY OR EQUIPMENT MALFUNCTIONS, OR CAUSED BY THE NEGLIGENT CONDUCT OR ACTS OF ANY OTHER PERSON OCCURRING IN, ON, OR ABOUT THE ROOM, AND THE STUDENT SHALL INDEMNIFY GC AND HOLD IT HARMLESS FROM ANY SUCH CLAIM OR DAMAGE.**

**13. Security and Personal Property Insurance.** Although reasonable steps are taken to maintain all GC facilities and grounds and to provide adequate security, GC is not liable for the loss of or damage to personal property, or for any personal injury (including death, rape, or assault), caused by acts of nature, fire, water, smoke, utility or equipment malfunctions, or caused by the negligent or criminal conduct or acts of any Student, family member, guest, or invitee of any Student, which occur in its buildings or on its grounds prior to, during, or subsequent to the period of this Contract. Student is strongly advised to carry his or her own personal property (i.e., renter's) insurance policy. GC only carries insurance on GC-owned buildings and GC-owned property, and such insurance will not cover the cost of replacing Student's property and personal items.

**14. Liability.** GC does not assume any liability or responsibility for loss or damage to personal property as a result of theft, vandalism, natural disaster, or otherwise. GC does not assume liability for any personal injuries (including death), related to or arising from this Contract or Student's temporary residence at a Housing unit.

**15. Criminal Guidelines and Standards and Criminal Background Release.** This Contract and all application materials will be considered by GC in accordance with the Office of Student Life Residence Life Handbook and the Student Handbook. GC reserves the right to decline any application or remove any Student from Student Housing in accordance with same and in accordance with applicable law(s). By signing below, I understand and agree that I am authorizing GC to obtain criminal history information on me at any time and as many times as GC deems necessary. I further understand that I must complete a criminal background check release at least once a year or whenever GC requests same in order to have my application or contract renewal considered, and I agree to provide same to GC. My failure to do so may result in termination of this Contract, and/or my removal from Student Housing. I release GC from any liability whatsoever related to the release of criminal background records to GC.

**16. Concealed Handguns.** If a student is a holder of a Texas license to carry a concealed handgun ("Holder") then it is the Student's responsibility to know and follow all current and applicable state and federal laws and GC Policies regarding carrying a concealed handgun, whether enacted now or in the future. Student is responsible for informing any guests of GC Policies regarding carrying a concealed handgun. By signing this Contract, any Holder agrees to know and follow all such applicable laws and policies of GC and Student understands and agrees that any violation of GC's Campus Carry Policies by Student or his/her guests may subject him/her to disciplinary action and the cancellation of this Contract. The open carrying of hand guns or other guns is prohibited on any part of the GC campus, including Student Housing.

#### **17. Miscellaneous**

**A. Venue.** This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created by this Contract shall be performable in Galveston County, Texas. Any lawsuit arising out of or related to this Contract will be filed in Galveston County, Texas. If any one or more of the provisions contained in this Contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision hereof and the Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.



**B. Attorneys' Fees.** In the event the Student breaches or defaults on this Contract or any of the terms and conditions hereof, including, but not limited to the payment of room charges, he or she will be liable for any and all damages, collection costs, court costs, and attorneys' fees incurred by GC as a result of such breach or default.

**C. Smoking.** GC is a Tobacco Free Campus. The use of tobacco products or simulation of same (including electronic cigarettes, vaping, cigarettes, cigars, pipes, smokeless tobacco, and other tobacco products) by Students, staff, faculty, and visitors is prohibited on all GC properties. Thus, smoking and/or vaping will not be permitted inside Student Housing or on campus.

**D. Weapons.** Use or possession of firearms or weapons is prohibited on campus and in Student Housing. However, if the Student has a Texas license to carry a concealed handgun, then student may possess such a weapon if done in full compliance with state and federal laws and GC Board Policies. Please refer to paragraph 16 herein for more specific contractual requirements regarding concealed handguns.

**E. Alcohol, Gambling, and Drugs.** Alcoholic beverages, gambling, and controlled substances and/or drug paraphernalia are prohibited on campus or in Student Housing.

**F. Assignments Prohibited.**

1. This Contract is personal and may not be assigned or otherwise transferred, nor may the Student's space be sublet or otherwise placed in the occupancy, control, or care of another person or entity.

2. The Student may not sublet or otherwise place in the occupancy, control, or care of another person or entity any space associated with the Student's assigned space, including but not limited to community areas such as hallways, bathrooms, lobbies, kitchens, or any unassigned spaces.

**G. Guarantor.** If there is a Guarantor, any notice, request, or communication sent to GC by either Student or Guarantor shall be binding on both Student and Guarantor and any notice sent by GC to Student is binding on Guarantor.

**H. Accommodations.** Special accommodation space in GC Student Housing is very limited, is subject to availability, and is not guaranteed. Students requesting to receive consideration for Americans with Disabilities Act (ADA) accommodations must: (1) verify their disability with the Special Services Office by completing all necessary paperwork and be determined eligible for services, and (2) in a timely manner provide medical documentation to the Special Services Office from a qualified medical professional stating the diagnosis or medical condition at issue, the accommodation needed, and why the specific accommodation is necessary or required. New applicants must submit this required medical documentation along with their application. Students who have previously lived in a GC Student Housing must provide this medical documentation each semester at least three (3) weeks prior to the first day of the semester.

**I. Pets.** No pets are permitted. Service and/or emotional support animals are only allowed when approved in advance through the Special Services Office and the Office of Student Life. Any such animals are subject to any existing or enacted GC and/or Office of Student Life policies regarding service or emotional support animals.

**J. Destruction of GC Property.** In the event that the assigned room is destroyed or is otherwise unavailable and GC cannot furnish other accommodations, then this Contract is automatically void.

**(NOTE: YOU ARE SIGNING A LEGALLY BINDING CONTRACT)** - I understand and accept that this contract is a binding agreement between the Student and Galveston College for the period stated above, or the remainder of the academic year in which it is signed. By signing this Contract, Parent or Guardian agrees to be a Guarantor and thus guarantees all payments required herein. I understand and accept all terms and conditions of this Contract. In addition, by signing below, Student and/or Parent/Guardian grants GC the right to conduct criminal background check(s) on Student at any time, either prior to or during the Contract period.

Student's Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_  
(Print name)

Student's Signature: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**IF STUDENT IS UNDER 18 YEARS OF AGE:**

Guarantor's Name: \_\_\_\_\_  
(Print name)

Guarantor's Signature: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

**Galveston College – For Office Use Only:**

By: Date: \_\_\_\_\_

Housing Facility & Title: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Updated June 22, 2021