

KCAI LIVING CENTER RESIDENT APPLICATION **Please print in ink or type.**

2006-2007

APPLICATION DEADLINE: Postmarked June 1, 2006 (Room assignments for applications received after June 1, 2006, Date of Application (Mo/Day/Year) \_\_\_\_\_ will be made on a space-available basis).

---

Last Name		First Name		Middle	
Birth Date (Mo/Day/Yr)		Department (Major or Foundation)		M _____	F _____
Street Address		City	State	Zip Code	
Permanent Phone #		Email Address			
Parent(s) name (Include address if different from yours): NAME					

---

---

City	State	Zip Code	Phone #
------	-------	----------	---------

PLEASE READ CAREFULLY AND PROVIDE ALL INFORMATION REQUESTED.

**IMPORTANT: Please type or print on the back of this form-** a one-page statement of purpose sharing with us your group experiences and what you would like to accomplish outside of your studio work. Include any group activities you have been a part of, community service projects you have participated in, summer programs you have participated in and/or leadership roles you have held.

**EXPECTATIONS** - Please read carefully and answer all the questions below:

**With regard to my floor:**

- I prefer a single-gender floor
- I prefer a coed floor
- I have no preference
- I prefer a quiet floor

**WITH RESPECT TO VISITORS:**

- Always
- Occasionally
- Rarely
- Never

**I would prefer a triple / double deluxe / double / single  
(please circle your preference above)**

**I plan on having visitors:**

- Always
- Occasionally
- Rarely
- Never

**General expectations about a roommate:**

- Lead separate lives or
- Share friends, activities
- Studious or  Fun-loving
- Calm or Excitable

**With respect to opposite sex visitors:**

**I want a roommate who will have**

**opposite sex visitors:**

- Occasionally
- Rarely
- Never
- It does not matter to me

**With respect to my room, I:**

- Like order and tidiness
- Pick up once a week
- Tolerate some disarray
- Enjoy total chaos

**I plan on having opposite sex visitors:**

- Always
- Occasionally
- Rarely
- Never

**With respect to my daily routine:**

- I am a morning person  
 I am a night person

**The types of music I enjoy are:** \_\_\_\_\_

**Other preferences/values I would like you to know:** \_\_\_\_\_

**ROOMMATE PREFERENCE** - If you have a specific roommate request, list that person here. Please note that residents must **both** select each other on the application for a match to be made.

Name	Street Address	City and State	Zip Code
_____	_____	_____	_____

Phone # \_\_\_\_\_

**IMPORTANT:** *Please type or print on the back of this form* – a one-page statement of purpose sharing with us your group experiences and what you would like to accomplish outside of your studio work. Include any group activities you have been part of, community service projects you have participated in, summer programs you have participated in, and/or leadership roles you have held.

**I certify that the information on this application is true and correct and that I understand any misrepresentation or omission of facts on my part will be justification for reassignment. I understand that roommate and floor placement are based largely upon this information.**

\_\_\_\_\_  
Signature of Applicant Date (Mo/Day/Yr)

KANSAS CITY ART INSTITUTE *Please print plainly and legibly.*

**2006-2007 ROOM & BOARD CONTRACT**

**APPLICATION DEADLINE: Postmarked by June 1, 2006** Date of Application (Mo/Day/Year) \_\_\_\_\_

Last Name		First Name		Middle	
Birth Date (Mo/Day/Yr)		Department (Major or Foundation)		M__ F__	
Street Address		City		State	Zip Code
Permanent Phone #		Email Address			
Parent(s) name (Include address if different from yours): NAME _____					
City		State	Zip Code	Phone #	

**I HEREBY APPLY**, subject to terms and conditions appearing below, which are made a part hereof, for assignment of a room in the Living Center and participation in the Resident Meal Plan.

**DATES OF ROOM OCCUPANCY DATES**

Thursday, August 24, 2006 at 9am through Friday, December 15, 2006.

**Friday, January 26, 2007 at 9am through Friday, May 18, 2007.**

**DATES OF FOOD SERVICE OPERATION**

Thursday, August 24, 2006 (begins with lunch) through Friday, December 15, 2006 (ends with dinner)

**Saturday, January 27, 2007 (begins with brunch) through Friday, May 18, 2007 (ends with dinner)**

**DATES OF NO FOOD SERVICE OPERATION**

No food service November 22-26, 2006 – Thanksgiving Holiday

No food service March 17-25, 2007 – Spring break

**CLOSING DATES**

The Living Center will be closed for Thanksgiving break on Wednesday, November 22, 2006 at noon and reopen on Sunday, November 26, 2006 at 9am. Food service operations will end on Tuesday, November 21, 2006 at dinner and resume on Monday, November 27, 2006 at breakfast.

The Living Center will be closed for winter break Friday, December 15, 2006 at 5pm. The Living Center will reopen on Friday, January 26, 2007 at 9am. Food service operations will end at dinner on Friday, December 15, 2006 and resume Saturday, January 30, 2007 at brunch.

Residents are expected to move out of the Living Center within 24 hours of their last final exam for the spring semester or on Friday, May 18, 2007 which ever comes first. Food service will end on Friday, May 18, 2007 at dinner.

**I UNDERSTAND** this contract **MUST** be accompanied by a **deposit of TWO Hundred Dollars (\$200.00)**, unless previously submitted, which is retained as a deposit for any damages incurred and keys issued. \$175 of the deposit, less any charges, will be refunded at the end of the term after keys are returned and an inspection and inventory of the assigned room has been completed. \$25 dollars of the deposit is nonrefundable and used to pay for equipment available for checkout and activities in the Living Center. **Make check payable to: Kansas City Art Institute. Damages to common use areas will be charged to all residents on a pro-rata basis unless the individual(s) responsible can be found.**

**I FURTHER UNDERSTAND** that this contract is a **TWO-SEMESTER CONTRACT** and that if I never move into the Living Center or if I ever move from the Living Center during the term of this two-semester contract, for any reason, any amounts previously paid for the room will not be refunded and any amounts still unpaid for the current enrolled semester of this contract will become immediately due and collectable in full. If I fail to enroll at KCAI and/or in the Living Center, the \$200.00 deposit is forfeited unless notice is received prior to June 14, 2006.

**FURTHER CONDITIONS:**

1. Nineteen (19) meals per week are provided for all residents. All residents are automatically on the Meal Plan. Meal privileges are not transferable to another individual. KCAI reserves the right to refuse service to any student who refuses to conform to a reasonable standard of conduct and dress. Kansas City Municipal Health Codes require patrons of public food service facilities to wear shoes and shirts.
2. Students may occupy space assigned to them no earlier than the announced date and time for Living Center opening and must vacate the space at the announced closing.
3. Authorized KCAI representatives shall have the right to enter any space with reasonable time to perform end of semester inspections, health and safety inspections, and repairs in response to emergencies or should they have reasonable cause to believe that the resident is failing to comply with his or her obligations set forth in Paragraph 7 of this contract.
4. All monies due to KCAI under this agreement are due and payable in full on the regularly scheduled date of enrollment each semester.
5. **The assigned room may not be sublet. Vacating a room by any resident requires the permission of the Living Center Director.** If a room is vacated permanently, all keys must be returned and a Resident Dorm Inventory form completed. Students not completing the Resident Dorm Inventory form, will result in deposit forfeiture. There will be no exchange of rooms during a semester except with the approval of the Living Center Director.

6. The student may not terminate this contract **except** in cases of serious illness, as determined by the Kansas City Art Institute at its sole discretion. In this instance, a letter (on letter head) from a doctor has to be submitted. In cases of termination due to illness, refunds will be made on the same basis as tuition under the terms set out in the KCAI Schedule of Classes. KCAI reserves the right to cancel this contract if the resident's activities are detrimental to the well-being of other residents or violate the rights or property of other residents or of KCAI or if the resident fails to comply with his or her obligations set forth in Paragraph 7. All cancellations will result in deposit forfeiture and resident will

**KANSAS CITY ART INSTITUTE Page 2  
2006-2007 ROOM & BOARD CONTRACT**

- 6.(cont) be held to all cleaning and damage charges assessed to the room and floor. No refunds will be made to residents whose contract is canceled. **All on campus residence hall contracts are for one academic year.** Students who drop below full-time status after the second week of class, will be responsible for full Living Center charges. Students who withdraw from the College before the completion of the semester, will be accessed the following withdrawal policy:

*On or before the 1<sup>st</sup> day of class 100% refund  
2<sup>nd</sup> day of class up to 1.5 weeks 90% refund  
1.6 to 3.75 weeks 50% refund  
3.76 to 7.5 weeks 25% refund*

7. The resident agrees to comply with all applicable laws and to comply with all published rules and regulations of the Kansas City Art Institute, including those stated in the Student Handbook, the Living Center Guide, and this contract. The use of /possession/selling of narcotics, other illegal drugs, fireworks, firearms, other weapons and explosives is not permitted in the Living Center.
8. A resident who damages Living Center property will be held liable. **Damages must be paid immediately upon receipt of statement or request for such damages.** No resident shall remove or appropriate furnishings or equipment from customary locations for any purpose.
9. The Living Center provides bed frame and mattress, desk, chair, wardrobe, and mini blinds. At no time is any of the college issued furniture allowed outside of the student's room. The student provides sheets, blankets, mattress pad, pillow, pillow-case, towels and other linens, and waste can (and is responsible for laundering of same). The Kansas City Art Institute accepts this application when it assigns the resident a specific space in the Living Center on the internal books and records of the Kansas City Art Institute, whereupon this document shall become a binding contract between the Kansas City Art Institute and the resident. No notice to the resident of the assignment of a specific space in the Living Center is required before this document becomes a binding contract. The resident shall sign this application in one of the four spaces below to indicate his or her preference of a single, double deluxe, double, or triple room assignment. The Kansas City Art Institute shall attempt to honor the preference of the resident, but cannot guarantee that the resident will be assigned to a room type of his or her choice. If the Kansas City Art Institute assigns a resident to a room other than that requested by the resident, the costs and charges for the room type assigned will be paid by the resident. However, the resident will pay only the costs and charges appurtenant to the specific room type, regardless of the number of residents actually living in that room. (Examples: Resident requests triple room, but third roommate does not move in; resident pays triple room costs and charges. Resident requests triple room, but none are available and resident is assigned to double room; resident pays costs and charges for double room). The Kansas City Art Institute may, in its sole discretion and for any reason, reassign the resident to other quarters during the term of this contract. By signing this contract, the resident acknowledges that he/she understands that this contract is a license for the use of space in the Living Center, subject to all the terms and a condition set forth in this contract, and is not intended to be a lease of real property.

**1. SINGLE ROOM OCCUPANCY STATEMENT –**

I agree to pay the sum of \$9900.00 for the academic year 2006-2007. I understand this rate is based on one person being assigned to a room and provides me with the 19 meals per week Meal Plan.

\_\_\_\_\_  
Signature of Applicant - **Single Room**

**2. DOUBLE DELUXE ROOM OCCUPANCY STATEMENT**

I agree to pay the sum of \$8600.00 for the academic year 2006-2007. I understand this rate is a double occupancy and provides me with the 19 meals per week Meal Plan. If at anytime my roommate moves out, I understand that I must leave half of the room ready for the next resident who is assigned to share my room.

\_\_\_\_\_  
Signature of Applicant – **Double Deluxe Room**

**3. DOUBLE ROOM OCCUPANCY STATEMENT**

I agree to pay the sum of \$7500.00 for the academic year 2006-2007. I understand this rate is a double occupancy and provides me with the 19 meals per week Meal Plan. If at anytime my roommate moves out, I understand that I must leave half of the room ready for the next resident who is assigned to share my room.

\_\_\_\_\_  
Signature of Applicant – **Double Room**

**4. TRIPLE ROOM OCCUPANCY STATEMENT**

I agree to pay the sum of \$6750.00 for the academic year 2006-2007. I understand this rate is a triple occupancy and provides me with 19 meals per week Meal Plan. If at anytime my roommate(s) moves out, I understand that I must leave a portion of the room ready for the next resident(s) who is assigned to share my room.

\_\_\_\_\_  
Signature of Applicant – **Triple Room**

Signed this \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_ in, \_\_\_\_\_  
DAY MONTH YEAR CITY STATE

**If Applicant is Under 18 Years of Age, Parent or Guardian Must Also Sign Contract.**

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

( ) \_\_\_\_\_  
Phone #

**NOTE: The \$200.00 deposit payment can be made with a credit card by calling our Business Office (816) 802-3467. All of the below must be in before we can process your application:**

1. The Living Center Application with appropriate signatures
2. Completed Personal Statement
3. Room & Board Contract with appropriate signatures
4. \$200.00 deposit

Deposit paid by \_\_\_\_\_  
Last name First name

Please provide the address of the person making the room deposit:

\_\_\_\_\_  
Street City

\_\_\_\_\_  
State Zip code