



OFFICIAL USE ONLY	
RECEIVED: _____	DEPOSIT RECEIPT _____
EREZ: _____	ROOM ASSIGNED _____
Student Mailed/Emailed Assignment: _____	

Housing Application/Contract (Return to address or email below)

Mail: Northwestern Housing Office • 709 Oklahoma Blvd. • Alva, OK 73717

Email: housing@nwosu.edu

NAME _____ Student ID _____
LAST FIRST MIDDLE INITIAL

DATE OF BIRTH _____ GENDER _____ AGE _____ E-MAIL _____

***THE HOUSING OFFICE WILL SEND HOUSING ASSIGNMENTS TO THE ABOVE-STATED E-MAIL ADDRESS**

ADDRESS _____ PHONE# _____
STREET CITY STATE ZIP CODE

EMERGENCY CONTACT _____
NAME PHONE RELATIONSHIP
 Freshman Sophomore Junior Senior Graduate Student Other

SUMMER HOUSING OPTIONS – All options are requests; private room assignments are made on a seniority basis. Charges begin upon move-in and end upon checkout.

SEMI-PRIVATE ROOM
\$250 per Month

Roommate / suitemate(s) preferred: _____

Anticipated Move-In Date: _____

Anticipated Move-Out Date: _____

DEPOSIT – A deposit of \$200.00 must be paid before a housing assignment can be made. Deposits can be paid by check or money order to our business office. To pay by credit or debit card, call (580) 327-8536.

**See rules, regulations, and terms of the contract for more information.*

ADDITIONAL INFORMATION AND ACCOMMODATIONS

What is your anticipated major? : _____

Will you be a member of an NWOSU athletic team? YES NO If yes, which sport _____

Do you have an accommodation that should be considered in determining your housing assignment? YES NO

If yes, please provide details _____

SIGNATURE AND ACCEPTANCE OF TERMS

READ ALL PROVISIONS BEFORE SIGNING. See rules, regulations, and terms of conditions. You are legally bound by these contract items.

I understand and accept all terms and conditions listed on this contract and its accompanying pages. I understand that by signing this contract, I am agreeing to adhere to the most updated rules, regulations, and policies set out by the housing office. I have read this contract and accept my chosen room and meal options or those assigned to me for the full contract period and agree that I am responsible for the full amount of this contract for room and food services for the term of this agreement.

I understand that I will be charged for a private room if I fail to find a roommate, refuse to move to another room if my assignment is changed by the Housing Office, am unable to get along with my assigned roommate, or fail to complete the terms of this agreement, including but not limited to my expulsion from the dorms or the university. My signature below indicates that I have read and agree to the terms and conditions of this contract. By typing my name in the space below, I am authorizing this agreement via electronic signature.

This contract for Northwestern Oklahoma State University (NWOSU) housing and meals is for one academic semester and is binding unless canceled on or before the last Friday before classes begin.

Signature of Applicant _____ Date _____



Northwestern
OKLAHOMA STATE UNIVERSITY

Department of Residence Life & Housing

Emergency Medical Information

Emergency Contact Information: In case of accident, illness, or other emergencies, please provide information for notification.

Person to Notify _____ Relationship to you _____ Phone Number _____

Address _____ Other Phone Number _____

Insurance Information (Optional):

Insurance Carrier _____ Account Number _____

Policy Holder's Name _____ Relationship to You _____

Medical Information: Please list medical needs/conditions for which housing staff or medical personnel need to be informed.

Release of Information: By signing below, in the event of accident, illness, or other emergency, the Residence Life & Housing Department may release the information on this form to emergency personnel.

Student Signature _____ Date _____

Certificate of Meningococcal Waiver

Oklahoma Statutes, Title 70 §3243, requires that all students who are first-time enrollees in any public or private postsecondary education institute in this state and who reside in on-campus student housing shall be vaccinated against meningococcal disease.

The statute permits the student or, if the student is a minor, the student's parent or other legal representative, to sign a written waiver stating that the student has chosen not to be or not to have the student vaccinated.

Check one:

I have been vaccinated against meningococcal disease.

I have chosen not to be vaccinated* against meningococcal disease.

*Please initial:

_____ **I have received and reviewed detailed information on the risks associated with meningococcal disease**

Student's Name: _____

Student ID #: _____

Birth date: _____

Term/Year of enrollment: _____

Student Signature: _____

Classification: Freshman

Date: _____

When a student is under 18 years of age, the following must also be completed:

As the parent, guardian or other legal representative, I certify that the student named above is a minor and that I have received and reviewed the information provided about the risks associated with meningococcal disease and have verified the information above is correct.

Parent Signature (if applicable) _____ Date _____

**With this waiver, I seek exemption from this requirement. I voluntarily agree to release, discharge, indemnify and hold harmless NWOSU, its officers, employees and agents from any and all costs, liabilities, expenses, claims, demands, or causes of action on account of any loss or personal injury that might result from my decision not to be immunized against meningitis.*

RULES, REGULATIONS, AND TERMS OF CONTRACT

1. **Deposit:** A \$200.00 deposit is REQUIRED as a maintenance deposit and guarantee of contract completion. The deposit can be applied to any damage to the room, furnishings, or failure to comply with the housing contract caused directly or indirectly by the applicant, or anyone in the applicant's room.
2. **Payments/Fees:** All payments are processed through the Northwestern Business Office. Deposits for housing can be paid by check and money order and mailed WITH the student's housing application (see application form for address). All cash payments must be made in person at the business office **DO NOT MAIL CASH**. All debit and credit card payments must be made over the phone by calling (580) 327-8536. A \$25.00 late fee will be charged each time a room and board payment is late according to the official late penalty dates set by the business office. Residents who are habitually late or become more than one payment behind on room and board are subject to forfeiture of the deposit, removal from the residence hall, a \$400.00 contract breakage fee, and revocation of the meal ticket.
3. **Payment Arrangements:** Arrangements for room and board may be made for the entire semester, or students can sign up for the College Green Payment Plan through Self-Service.
4. **Freshman Residency Requirement:** All first-time freshmen attending the Alva campus are required to live in university housing for two academic semesters (only fall and spring semesters apply). Freshmen who want to request living off-campus must complete the Freshman Residency Exemption Form for approval/denial. Freshmen who are denied the exemption, fail to complete the exemption process, or are removed from housing for any disciplinary reason will be responsible for university housing for two academic semesters. Freshman Residency Exemption Forms are available at the Housing Office or online at www.nwosu.edu/living-on-campus.
5. **Conditions:** NWOSU reserves the right to refund payments and refuse assignment to any applicant, and to make all decisions as to room assignment. A student agrees as a condition of this contract to comply with all university and housing rules, regulations, and policies, incorporated herein by reference, which are now in effect or that are amended, or enacted during the term of this contract. **Forfeiture / Cancellation:** For a refund of the \$200 deposit, a request for cancellation must be received in writing to the Housing and Residence Life Office by **August 1st for the 9-month academic term** and **June 1st for the summer term**. Once a resident receives their residence hall key, he/she is bound to the full term of this agreement upon moving in. Cancellation after moving in requires a contract breakage fee of \$400.00 and forfeit their deposit. Similarly, cancellation for the summer term requires a contract breakage fee of up to \$400. Residence required to live in on-campus housing may be expected to pay for the full contract period as well as forfeit their deposit. *Residents may receive a refund of the \$200.00 deposit when granted clearance from the Head Resident upon completion of the contract. **Failure to check-out with housing staff will result in forfeiture of the refund and may incur additional fees. Special conditions apply, and you may be eligible for a waiver of the fee after review and approval of proper documentation.***
6. **Assignments:** All room assignments are made based on the order in which the application was received and the date of receipt of the deposit. The housing office cannot guarantee your first choice, but will make every effort to honor your preference. The university reserves the right to place all students. Private room assignments are dependent upon space availability. The failure of NWOSU to assign a private room will not be considered as a basis for the termination of this contract.
7. **Occupancy:** Rooms must be vacated within 48 hours after the closing of the term, withdrawal from the University, or termination of the contract. No deductions are made for weekend absences or holidays. Rooms can be occupied during official holidays. Students who may need to reside in one of the halls for a holiday or interim period must contact the Hall Supervisor. Any item left in a room at the end of a contract term will be held for 15 days. After 15 days, all items will only be considered abandoned and will be disposed of at NWOSU's discretion. Residents may continue to be billed for their room during this time.
8. **Care of Rooms:** Students must furnish their own linens, towels, and take care of their laundry and cleaning. Students are required to keep their rooms cleaned and in good condition. Room inspection will occur at each dorm's discretion. Rooms should be locked at all times when an occupant is not in the room. Students' property in residence halls and other university buildings is at the whole risk of the owner, and NWOSU is not responsible for loss or damage to such property from any cause. NWOSU reserves the right to enter rooms for maintenance inspection, health and safety inspections, or other reasons deemed appropriate by housing employees.
9. **Housing Regulations:** At the beginning and throughout the semester, you must be in good standing with NWOSU. Any resident who, by their actions violate the NWOSU Handbook and/or the Residence Hall Handbook may be fined, moved, or dismissed from the hall, and may, at the discretion of the Director of Students and/or Dean of Student Services, be recommended for further discipline from NWOSU. If a resident is dismissed from the residence hall for disciplinary reasons, that resident is responsible for the full payment of their housing contract.
10. **Housing Document Deadlines:** Residents must complete all required housing documents and have them turned in before or by the deadline posted in each instance. If these documents are not completed by the deadline, residents will be eligible for fines determined by the housing office.

AFFIRMATIVE ACTION COMPLIANCE STATEMENT This institution, in compliance with Title VI and Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act Amendments Act of 2008, and other applicable federal laws and regulations, and to the extent required by law, does not discriminate on the basis of race, color, national origin, sex, age, religion, physical or mental disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services. Inquiries concerning the application of these programs should be made to Calleb Mosburg, Dean of Student Affairs and Enrollment Management, Northwestern Oklahoma State University, 709 Oklahoma Boulevard, Alva, OK 73717, (580) 327-8415.

Meningococcal Disease

Meningococcal disease can refer to any illness caused by the type of bacteria called *Neisseria meningitidis*, also known as meningococcus [muh-nig-goh-KOK-us]. These illnesses are often severe and can be deadly. They include infections of the lining of the brain and spinal cord (meningitis) and bloodstream infections (bacteremia or septicemia).

These bacteria spread through the exchange of respiratory and throat secretions like spit (e.g., by living in close quarters, kissing). Doctors treat meningococcal disease with antibiotics, but quick medical attention is extremely important. Keeping up to date with recommended vaccines is the best defense against meningococcal disease.

Risk Factors

Certain people are at increased risk for meningococcal disease. Some risk factors include:

- **Age**
 - Doctors more commonly diagnose meningococcal disease in infants, teens, and young adults. [Learn more about vaccine recommendations for age groups at increased risk \(https://www.cdc.gov/meningococcal/about/risk-age.html\)](https://www.cdc.gov/meningococcal/about/risk-age.html).
- **Community setting**
 - Infectious diseases tend to spread wherever large groups of people gather together. Several college campuses have reported outbreaks of serogroup B meningococcal disease during the last several years. [Learn more about vaccine recommendations for those at increased risk in community settings \(https://www.cdc.gov/meningococcal/about/risk-community.html\)](https://www.cdc.gov/meningococcal/about/risk-community.html).
- **Certain medical conditions**
 - Certain medical conditions and medications put people at increased risk of meningococcal disease. They include not having a spleen, having a complement component deficiency, and being infected with HIV. [Learn more about vaccine recommendations for those at increased risk due to certain medical conditions \(https://www.cdc.gov/meningococcal/about/risk-medical.html\)](https://www.cdc.gov/meningococcal/about/risk-medical.html).
- **Travel**
 - Travelers to the meningitis belt in sub-Saharan Africa may be at risk for meningococcal disease. [Learn more about vaccine recommendations for travelers \(https://www.cdc.gov/meningococcal/about/risk-travelers.html\)](https://www.cdc.gov/meningococcal/about/risk-travelers.html).

Causes

Bacteria called *Neisseria meningitidis* cause meningococcal disease. About 1 in 10 people have these bacteria in the back of their nose and throat with no signs or symptoms of disease; this is called being 'a carrier'. But sometimes the bacteria invade the body and cause certain illnesses, which are known as meningococcal disease.

There are five serogroups (types) of *Neisseria meningitidis* — A, B, C, W, and Y — that cause most disease worldwide. Three of these serogroups (B, C, and Y) cause most of the illness seen in the United States.

Spread to Others

People spread meningococcal bacteria to other people by sharing respiratory and throat secretions (saliva or spit). Generally, it takes close (for example, coughing or kissing) or lengthy contact to spread these bacteria. Fortunately, they are not as contagious as germs that cause the common cold or the flu. People do not catch them through casual contact or by breathing air where someone with meningococcal disease has been. Sometimes the bacteria spread to people who have had close or lengthy contact with a patient with meningococcal disease. Those at increased risk of getting sick include:

- People who live with the patient
- Anyone with direct contact with the patient's oral secretions, such as a boyfriend or girlfriend

Close contacts of someone with meningococcal disease should receive antibiotics to help prevent them from getting the disease. This is known as prophylaxis (pro-fuh-lak-sis). Health departments investigate each case of meningococcal disease to identify all close contacts and make sure they receive prophylaxis. This does not mean that the contacts have the disease; it is to prevent it. People who are not a close contact of a patient with meningococcal disease do not need prophylaxis.

Signs and Symptoms

Seek medical attention immediately if you or your child develops symptoms of meningococcal disease. Symptoms of meningococcal disease can first appear as a flu-like illness and rapidly worsen. The two most common types of meningococcal infections are meningitis and septicemia. Both of these types of infections are very serious and can be deadly in a matter of hours.

Meningococcal Meningitis

Doctors call meningitis caused by the bacteria *Neisseria meningitidis* meningococcal meningitis. When someone has meningococcal meningitis, the bacteria infect the protective membranes covering their brain and spinal cord and cause swelling.

The most common symptoms include:

- Fever
- Headache
- Stiff neck

There are often additional symptoms, such as

- Nausea
- Vomiting
- Photophobia (eyes being more sensitive to light)
- Altered mental status (confusion)

Newborns and babies may not have or it may be difficult to notice the classic symptoms of fever, headache, and neck stiffness. Instead, babies may be slow or inactive, irritable, vomiting, or feeding poorly. In young children, doctors may also look at the child's reflexes for signs of meningitis.

Meningococcal Septicemia (aka Meningococemia)

Doctors call septicemia (a bloodstream infection) caused by *Neisseria meningitidis* meningococcal septicemia or meningococemia. When someone has meningococcal septicemia, the bacteria enter the bloodstream and multiply, damaging the walls of the blood vessels. This causes bleeding into the skin and organs.

Symptoms may include:

- Fever
- Fatigue
- Vomiting
- Cold hands and feet
- Cold chills
- Severe aches or pain in the muscles, joints, chest or abdomen (belly)
- Rapid breathing
- Diarrhea
- In the later stages, a dark purple rash

Diagnosis

Meningococcal disease can be difficult to diagnose because the signs and symptoms are often similar to those of other illnesses. If a doctor suspects meningococcal disease, they will collect samples of blood or cerebrospinal fluid (fluid near the spinal cord; see image below). Doctors then test the samples to see if there is an infection and, if so, what germ is causing it. If *Neisseria meningitidis* bacteria are in the samples, laboratorians can grow (culture) the bacteria. Growing the bacteria in the laboratory allows doctors to know the specific type of bacteria that is causing the infection. Knowing this helps doctors decide which antibiotic will work best. Other tests can sometimes detect and identify the bacteria if the cultures do not.

Prevention

Keeping up to date with recommended immunizations is the best defense against meningococcal disease. Maintaining healthy habits, like getting plenty of rest and not having close contact with people who are sick, also helps.

Vaccination

Vaccines help protect against all three serogroups (B, C, and Y) of *Neisseria meningitidis* bacteria commonly seen in the United States. Like with any vaccine, meningococcal vaccines are not 200% effective. This means there is still a chance you can develop meningococcal disease after vaccination. People should know the [symptoms \(https://www.cdc.gov/meningococcal/about/symptoms.html\)](https://www.cdc.gov/meningococcal/about/symptoms.html) of meningococcal disease since early recognition and quick medical attention are extremely important.

Antibiotics

Close contacts of a person with meningococcal disease should receive antibiotics to prevent them from getting sick. This is known as prophylaxis (pro-fuh-lak-sis). Examples of close contacts include:

- People in the same household or roommates
- Anyone with direct contact with a patient's oral secretions (saliva or spit), such as a boyfriend or girlfriend

**The above information was retrieved from the Center for Disease Control:
<https://www.cdc.gov/meningococcal/index.html>**