



SOUTHWEST COLLEGE FOR THE DEAF
HOWARD COLLEGE

3200 Avenue C • Big Spring, TX 79720 • (432) 264-3700 • Fax (432) 264-3707

SWCD APARTMENT APPLICATION

OFFICE USE:	
Rec Application	_____
Rec Deposit	_____
Rec Meningitis Form	_____
BMV OK Y N	_____
Sent request for	_____
Date	_____
Sent Confirmation letter	_____

Indicate the term and year for which you are applying:

___ Fall ___ Spring ___ Mini ___ Summer I ___ Summer II Year 20_____

Name: _____

Last
First
Middle

Mailing Address: _____

Street
City
State
Zip

Social Security #: _____ Howard College/SWCD ID #: _____ E-mail address: _____

Home Phone # _____ Mobile Phone # _____

Date of Birth: _____ Male: _____ Female: _____

Please indicate your qualifying status:

- _____ Married couples with or without child(ren)
 - _____ Single parents with child(ren)
 - _____ Staff/faculty (temporary housing)
 - _____ Special/unique needs students
- If special/unique needs students,
please describe your special/unique needs:

REQUIREMENT TO LIVE IN APARTMENT:

Students with at least 12 credits with a 2.5 GPA
 *College will assume responsibility for payment of utilities except for long distance telephone service and any supplemental cable other than basic services the college already provides in the other dorm rooms. Occupants may choose or choose not to participate in the meal plan.

Please list all other individuals who will reside in the household and their relationship to you:

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Name: _____ Relationship: _____ Date of Birth: _____

Will you be receiving a scholarship? No Yes

Effective January 1, 2010 all students residing in residence halls on college campuses are required by state law to have received a vaccination for bacterial meningitis as least ten days prior to taking residence. All residents must include proof of vaccination when submitting this application.

Liability Release: I release SWCD/Howard College, its employees and representatives from any responsibility for incidents that cause me physical, mental, or monetary loss or damage.

Have you ever been convicted of a felony? No Yes (if yes, please explain on a separate sheet of paper)

Date _____ Applicant's Signature _____

This application and contract become valid when complete and returned with a \$200 security deposit for families and \$100 deposit for students required made payable to SWCD. Do NOT send cash. We can accept personal checks, money orders or credit card payments by phone to the Business Office at 432-264-5035. Apartment assignments are made on a first come first serve basis. Deposits are refundable only if requested by July 15th for the 2020 Fall academic year, December 15th for new housing applicants for the Spring 2021 semester, and May 1st for summer terms. All Housing fees are subject to change without notice.

If you have any questions, please call 432-264-3752
 Students may contact Jonython Mason, Coordinator of Residence Education at jmason@howardcollege.edu / 432-218-4083_VP or **Tammy Szusitzky, Coordinator of Residence Education at Tszusitzky@howardcollege.edu/432-218-4083**

Mail SWCD Housing Application materials to:
 SouthWest College for the Deaf
 Student Services Department
 3200 Avenue C
 Big Spring, TX 79720

Southwest College for the Deaf

SWCD APARTMENT CONTRACT

This agreement, between the Howard County Junior College District, a state institution, hereinafter referred to as "District" and:

*Last Name First Middle Initial Social Security #

*Hereinafter referred to as "student"

Occupancy term(s) covered by this contract (please select):

Academic Year _____ Fall _____ Spring _____ Summer I _____ Summer II _____ Mini _____

Apartment Complex: _____

Cost per semester SWCD Fall and Spring Terms:

Apartment:	\$3,100.00 – per semester (including one family)	
Laundry Fee	\$ 50.00 – per semester, per person	* Rates are prorated depending on
Meals	\$1,879.91 – per semester per student (OPTIONAL)	length of stay and availability
Plus Tax (if applicable)	\$ 155.09	

Student agrees to pay the established rate for apartment in the District Residence Halls for the amount specified and the contract period indicated above. **SWCD/Howard College reserves the right to change prices without notice.**

Payment Agreement (Check One)

_____ **Scholarship** (please specify what will be covered) _____ Full room & board _____ Room only Amount \$ _____

_____ **Payment in Full** (Due at registration as the student must pay in full for summer and mini)

_____ **Installment Plan:** First payment due at registration; remaining payments due on dates indicated by the Business Office.

_____ **DARS/VR pays in full; if in part, Amount \$** _____

Payment is due at the time student registers for classes and/or moves into the residential complex. Room rent is non-refundable regardless of reason for withdrawal from the residential complex. Breach of contract does not release student from financial obligation to the District.

Student Conduct

Student agrees to abide by the terms and conditions of this contract, District Catalog, Student Handbook, Residence Hall Supplement, and other rules and regulations governing the conduct of students which are now in effect and any that may be reviewed and published at a later date. The Student Handbook may be found by at: www.howardcollege.edu/swcid under "Students". **It is the student's responsibility to become knowledgeable of policies and procedures.**

All apartments are subject to entry at reasonable times by residence hall supervisors and other college officials to check the condition of apartments, the need for repairs, or to make repairs. The college reserves the right to enter any apartment to maintain discipline and to provide security of student's property. If possible, apartment entry will be arranged in advance; however, authorized representatives of the college shall have the immediate right to enter in case of an emergency or when circumstances warrant strong evidence of violation of college policies. In order to control for the use of illegal drugs in the residence complex, the District reserves the right to use the services of law enforcement and/or private agencies to search for drugs in the residence complex, including students' apartments at any time. These searches may be conducted on a random basis and without notice to students.

Liability

Although SWCD/Howard College and the Housing department will exercise reasonable efforts to protect student property, SWCD/Howard College and the Housing department are not liable for loss from theft or damage to any property belonging to students or guest. All students are urged to make sure that **personal properties** are covered by insurance, either with their parents' homeowners' insurance policy or by a special student policy available for this specific purpose by an insurance firm specializing in this type of coverage.

I hereby agree to assume and be primarily responsible for all rental payments and other obligations provided for above. In witness whereof the parties hereto have executed this agreement as of:

Student's Signature Date

Coordinator of Residence Education Signature Date

Campus Dean of Student Affairs Signature Date

The Howard County Junior College District does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, veteran status, or any other legally protected status in educational programs, activities, admission, or employment practices. The following position has been designated to handle inquiries regarding the non-discrimination policies: Director of Human Resources, 1001 Birdwell Lane, Big Spring, TX 79720, (432) 264-5100.