

# ***University of Wisconsin-La Crosse Housing Contract***

## **TERMS AND CONDITIONS: ACADEMIC YEAR 2026-27**

IN CONSIDERATION of the mutual terms and conditions being agreed to by The Board of Regents of the University of Wisconsin System operating as the University of Wisconsin-La Crosse, Office of Residence Life (hereinafter referred to as "Residence Life") and you, the student (hereinafter referred to as "**you**" and/or "**resident**" and/or "**student**"), the acceptance of which is indicated by your signing the contract and payment of the required deposit, the parties agree to the following:

**You understand this is a legally binding contract that cannot be cancelled without penalty after March 1, 2026 (for RETURNING STUDENTS) or May 1, 2026 (for NEW STUDENTS) if you attend UW-La Crosse during the academic year 2026-27.**

For the purposes of this contract, a **NEW STUDENT** is defined as a student who is attending UWL for the first time and has not yet attended courses at UWL at the time of signing this housing contract. A **RETURNING STUDENT** is a student who has begun attending UWL courses at the time of signing this housing contract.

This document combined with those referred to within it, such as the Residence Life Handbook, constitute the University of Wisconsin-La Crosse Housing Contract. Failure to read this agreement, the information provided on the Office of Residence Life website, email communication from the Office of Residence Life, or other distributed materials do not excuse you from complying with the terms and conditions, rules, policies, and procedures contained herein. **Please read this entire agreement and all referenced materials so that you fully understand all of the terms and conditions you are agreeing to. The combination of this document and the referenced documents describe all of the terms and conditions.**

**Submission of your contract and deposit payment of \$150 indicate your agreement to the terms and conditions of the contract and makes the agreement legally binding on both parties.**

If a student is under 18 and a **RETURNING STUDENT** signing a contract for a year in which they are not required to live on campus, a parent or legal guardian must co-sign. Residence Life will provide a co-signer form, which must be completed and returned before the contract is finalized.

### **1. CONTRACT PERIOD**

#### **A. Contract Dates**

This contract is for the entire 2026-2027 academic year. If the university revises the dates of the academic year, the revised dates will apply and will not change the financial obligations of this contract. Residence Life further reserves the right to adjust opening dates each semester to adapt to the academic calendar of the university without any adjustment to rates.

#### **B. Winter Break**

**Winter Break is not covered by fall or spring semester rates.** Students will be charged a flat rate for staying any portion of winter break, whether one night or all the winter break period. Current winter break rates are published on the [UWL Residence Life website](#). Students will need to complete the Winter Break Housing Contract. Students will be billed separately for the winter break period.

#### **C. Spring Semester Only Contracts (only available for spring admitted students):**

##### **RETURNING STUDENTS**

Contract cancellations submitted prior to December 1, 2026 will receive a full refund of the \$150 deposit.

After December 1, 2026, contracts CANNOT be cancelled without prior approval from Residence Life (see section 3.E). If cancellation is approved the entire \$150 deposit will be forfeited, and students will remain financially responsible for all housing fees and costs associated with the contract.

### **NEW STUDENTS**

Contract cancellations submitted prior to December 1, 2026 will receive a full refund of the \$150 deposit.

After December 1, 2026 contracts will only be automatically cancelled if the student notifies the UWL Admissions Office of their decision to not enroll at UWL for the spring semester. In all other cases, contract cancellations require approval from Residence Life (see section 3.E). If cancellation is approved after this date, the entire \$150 deposit will be forfeited, and students will remain financially responsible for all costs and fees associated with the housing contract.

## **2. HOUSING ELIGIBILITY**

### **A. Eligibility to Reside in UWL Residence Halls**

You must be enrolled with a full-time credit load as a student at the University of Wisconsin-La Crosse or otherwise determined eligible by the Director of Residence Life or their designee. If you are enrolled in fewer than that required credits, Residence Life may cancel your contract, but under-enrollment alone does not entitle you to cancel the contract. If you are not enrolled for classes at UWL by August 1 for the fall semester or January 1 for the spring semester and fail to timely respond to correspondence from Residence Life clarifying your attendance plans, Residence Life reserves the right to cancel your housing contract.

Students who withdraw from the university during the fall semester, resulting in housing contract release, and are readmitted to the university for the following spring semester are not guaranteed to be eligible for spring semester campus housing. Depending on available occupancy, readmitted students who would like to return to campus housing in the spring semester will be required to complete a new housing contract and application. If a student receives a new room assignment, they are not guaranteed to be assigned to their former fall semester room.

### **B. Housing Exemption Eligibility Process**

All first-year students are required to live on campus. Any exemptions must be approved by the Director of Residence Life or their designee. Any student wishing to request a housing exemption must complete the housing exemption form on the UWL [housing portal](#) prior to move-in day. Exemptions are considered under the following circumstances:

1. You are living with a parent/legal guardian at their permanent home and are commuting from within a 25-mile radius of the UWL campus.
2. You are currently a primary caretaker for a dependent.
3. You are married.
4. You have served one year of active duty within the military. (ROTC, National Guard, and Reserve duty do not qualify for this exemption.)

Exemption requests will not be accepted after a housing contract has been submitted.

## **3. CANCELLATION AND REFUND POLICIES**

### **A. Deposit/Advance Payment**

The \$150 deposit will be credited to your second semester housing charges if you fulfill the entire term of this contract.

### **B. Cancellation Requests PRIOR to Deadline**

**RETURNING STUDENTS** who submit contract cancellations by March 1, 2026, will receive a full refund of the \$150 deposit.

**NEW STUDENTS** who cancel their enrollment through the UWL Admissions Office by May 1, 2026, will receive a full refund of the \$150 deposit.

#### **D. Contract Cancellation AFTER Deadline**

After March 1, 2026 for **RETURNING STUDENTS** and May 1, 2026 for **NEW STUDENTS**, contracts CANNOT be cancelled without approval. Students remain financially responsible for all costs and fees for the housing contract. If contract cancellation is approved, the entire \$150 deposit will be forfeited.

**RETURNING STUDENTS** must submit a housing contract request through the [housing portal](#) for review according to the contract cancellation conditions (Section 3.E).

**NEW STUDENTS** must submit their intent to unenroll to the Office of Admissions from May 1 – move-in day. After move-in day, they must submit a housing contract request through the [housing portal](#) for review according to the contract cancellation conditions (Section 3.E).

#### **E. Contract Cancellation Conditions**

Students seeking to cancel their housing contract must submit a formal request to Residence Life. Residence Life reserves the right to request additional documentation in support of the cancellation request and to consider the timing and relevance of the cited circumstances. Failure to provide sufficient supporting documentation may result in the denial of the request.

Contract cancellation will be considered only under the following conditions:

1. You are no longer enrolled at the University of Wisconsin-La Crosse (withdrawing/transferring).
2. You have been called to active duty for the United States military.
3. You get married.
4. You become a primary caretaker for a dependent.
5. You are not physically attending classes at the University of Wisconsin-La Crosse. This provision is applicable through the published academic calendar drop/add deadline for each semester.
6. You are participating in a UWL-sponsored internship, research, student teaching placement, or study abroad program that requires living away from La Crosse.
7. The university is unable to provide a reasonable housing accommodation necessary for the student's disability, as determined through the Disability Resource Center in consultation with Residence Life.
8. Other compelling circumstances, as determined by Residence Life in its sole discretion, that significantly impact the student's ability to remain in university housing.

Requests for contract cancellation that do not fall under one of the conditions listed above may be denied. Students requesting an off-campus release must complete the contract cancellation request form and should not sign a lease for off-campus housing until Residence Life has provided written confirmation of release from the housing contract.

Students whose cancellation requests are denied may submit a written appeal to the Contract Cancellation Appeals Committee for further review.

#### **F. Contract Cancellation Appeal Process**

If your contract cancellation request is denied, you may appeal the decision by submitting an appeal to the Residence Life Contract Cancellation Appeals Committee. The Committee or its designee, retains the right to grant or deny any cancellation request and may also determine whether a cancellation fee or loss of deposit will apply. You are encouraged to provide any additional supporting documentation with your appeal. Residence Life may consult with other university offices or departments in reviewing your appeal.

If your contract cancellation request is denied you may request to buy out your UWL Housing Contract by paying a non-negotiable 85 percent of housing fees remaining under the contract. 'Fees remaining' under the contract is defined as the time from the day you move out of the residence halls until the end of the academic year. If a buyout is sought prior to the start of the academic year, the cost is 85 percent of all housing fees for the entire contract term (August to May). This formula may also be used in situations when you do not fulfil your contract obligations.

Buyout offers must be accepted in writing within 10 business days from the date Residence Life issues the offer. Failure to confirm your intent to buy out within this 10-day period will result in forfeiture of the buyout option, and the full terms of the contract will remain in effect.

Because first-year students are required to live on campus at UWL, the buyout option is only available to first-year students if approved by the Director of Residence Life or their designee.

#### **G. Cancellation of Contract by Residence Life**

Residence Life may cancel or temporarily suspend performance of any part of this contract in the event of an emergency that would make continued operation of student housing deemed not feasible. You will be notified via your UWL email address if and when your housing contract is cancelled. You may be financially responsible for the remainder of your housing contract if cancellation occurs under the conditions noted in this section. Residence Life reserves the right to deny or cancel a UWL Housing Contract if you:

1. (Your) admission to the University of Wisconsin-La Crosse is revoked or you are academically ineligible to return to the University of Wisconsin-La Crosse.
2. Lose eligibility as defined in this contract under Item 2.A.
3. Fail to properly complete or misrepresent information on the contract.
4. Fail to comply with any portion of this contract or a prior contract you held with Residence Life.
5. Fail to satisfy in a timely manner all financial obligations accrued under this or a previous Residence Life contract, including all required deposits, housing charges, or cancellation fees.
6. Violate any rules or regulations referenced in this contract, Residence Life [policies and procedures](#), or Wisconsin Administrative Code, including but not limited to UWS Chapter 17: Student Nonacademic Disciplinary Procedures, and/or UWS Chapter 18: Conduct on University Lands. If your contract is cancelled during the academic year for disciplinary reasons, Residence Life reserves the right to deny or cancel a UWL Housing Contract for any future academic terms. In the event your housing contract is cancelled pursuant to this provision, you will be prohibited from accessing or residing in any university-operated residential facility for a period of one (1) calendar year from the effective date of the contract cancellation, unless an exception is granted by the Director of Residence Life or their designee. This prohibition includes, but is not limited to, visiting such facilities as a guest of a current resident.
7. Have engaged in conduct such that your continued presence in the UWL residence halls poses an unreasonable risk to yourself or others in the university community, including students, faculty, or staff. This includes, but is not limited to, situations where a student's behavior or inability to adequately care for themselves results in harm or poses a significant safety concern. Decisions regarding contract cancellation under this provision will be made based on documented evidence, consultation with relevant university offices, and with respect to applicable disability laws and accommodations. In the event your housing contract is cancelled pursuant to this provision, you will be prohibited from accessing or residing in any university-operated residential facility for a period of one (1) calendar year from the effective date of the contract cancellation, unless an exception is granted by the Director of Residence Life or their designee. This prohibition includes, but is not limited to, visiting such facilities as a guest of a current resident.

Written notification of contract cancellation will be sent electronically and/or by mail and will include the date by which you must vacate UWL residence halls. In cases involving serious violations or reasonable belief of imminent threat, you may be required to vacate within 24 hours or sooner.

## **4. ASSIGNMENTS**

#### **A. Assignment Policy**

Residence Life does not discriminate in room or roommate assignments on the basis of race, color, sex, sexual and romantic orientation, gender identity/expression, religion, disability, national origin, ancestry, familial status, political affiliation, vaccination status, veteran status, or age.

You may be assigned to single, double, or triple rooms, as well as apartments or extended housing. Failure to

meet your assignment preferences does not void this contract.

Residence Life reserves the right to change room or residence hall assignments, assign roommates, or consolidate vacancies by requiring you to move to any room type. The Director of Residence Life or their designee may relocate residents without cause or prior notice for health or safety reasons or to protect university property, restore operations, or meet the needs of the university community.

Residence Life will provide you with UWL ID card swipe access to only your assigned residence hall. You are not entitled to free entry into other residence halls and must abide by the Residence Life Guest Policy if being hosted as a guest by a resident of another residence hall.

## **B. Extended Housing**

When housing demand exceeds the available on-campus supply, Residence Life reserves the right to assign additional residents beyond the design capacity of designated rooms. This may include placing 3 students to a double-occupancy room and using non-traditional or non-residential spaces for housing purposes. Extended housing assignments are made based on the date the housing application is completed.

## **C. Roommates**

You may request a specific roommate through the housing portal. Residence Life provides an online roommate search tool within the housing portal to help students search for and request roommates. All roommate preferences must be electronically submitted through this housing portal. This is the only Residence Life supported roommate search platform. Use of any other roommate search platforms is at your own risk. All roommate requests must be mutual, and **assignment with a specific individual is not guaranteed**. Housing assignments, including contract decisions or assignment changes, are made on an individual basis and are not contingent upon actual or preferred roommate pairings. A failure to accommodate your roommate preferences does not constitute grounds to void this contract.

Residence Life will share your name and email address with any assigned roommate(s) unless you have a directory restriction under the Federal Education Rights & Privacy Act (FERPA). Students who wish to restrict some or all directory information should contact the [UW-La Crosse Office of Records & Registration](#).

## **I. Accommodations**

UWL recognizes the importance of providing reasonable accommodations in its housing policies and practices where necessary for individuals with disabilities to fully participate in the University housing program. The Disability Resource Center, in conjunction with Residence Life, is responsible for evaluating whether to grant or deny requests for reasonable accommodations in university housing. **Students with a disability who reside in University Housing and would like to request reasonable accommodations must contact and register with the Disability Resource Center to initiate the request process.**

## **D. Room Changes and Checkouts**

You may only change rooms with prior written authorization from Residence Life. Unauthorized room changes, or failure to vacate a room by the designated time, may result in your reassignment to your original room and/or disciplinary action.

If you are approved for a room change or released from your housing contract, you are required to follow the official checkout procedures provided by Residence Life. Room charges will be adjusted on the date your checkout is completed in accordance with those procedures.

You agree to complete all checkout procedures prior to changing rooms or moving out of the residence hall at the end of the semester or academic year. Failure to return your room key at the time of checkout will result in a charge to your student account for the cost of a lock change. Improper checkout – including failing to return your key directly to Residence Life staff - will result in an Improper Check-Out charge. A final room inspection by Residence Life staff will determine any additional [charges](#) assessed and added to your student account.

#### **E. Vacating**

You are expected to vacate the UWL residence halls by the last day of the contract term, or by any earlier date communicated to you by Residence Life or other university staff. You must adhere to the timeline outlined in any official written notification you receive.

### **5. RATES AND PAYMENT INFORMATION**

#### **A. Rates**

The 2026-27 rates will be finalized by the Board of Regents in the summer of 2026. Current residence hall room rates are published on the [UWL Residence Life website](#). Updated rates will be posted after approval by the Board of Regents.

For students approved by Residence Life for release from their housing contract, housing charges will be prorated on a daily basis based on the date the student completes the check-out process, as described in section 4.D.

Housing charges will not be prorated for check outs that occur after December 1, 2026 for the fall semester, or May 1, 2027 for the spring semester.

#### **B. Payment**

All payments are due according to the [UWL billing schedule](#).

#### **C. Indebtedness**

Failure to meet the financial obligations under this contract in a timely manner may result in one or more of the following actions:

1. A hold on your student record, preventing registration and/or release of transcripts;
2. Denial of reassignment to campus housing;
3. Cancellation of this contract; and/or
4. Eviction from the residence hall.

### **6. RESPONSIBILITIES**

#### **A. Resident Responsibilities**

1. Make complete payments of all Residence Life fees, including the \$150 housing deposit unless a waiver has been approved by the Director of Residence Life or their designee.
2. Abide by [policies and procedures](#) located on the Residence Life website and all rules and regulations of the University of Wisconsin-La Crosse, which are incorporated by reference and made a part of this contract.
3. Honor the terms and conditions stated in this contract.
4. Read and act upon all electronic communications sent by Residence Life.

#### **B. Personal Care**

You must be able to perform your own independent tasks or provide a qualified attendant to assist you. You are responsible for your own self-care including appropriate personal hygiene, mental health, management of medical conditions/illnesses, and/or disability-related personal needs. You are expected to utilize the various resources available to provide care for yourself. Students with the inability or perceived inability to care for themselves and/or who cause harm to themselves, or others may be asked to adhere to an action plan and/or may have their housing contract cancelled.

### **7. PROVIDED SERVICES**

#### **A. Laundry**

Students have access to use the laundry facilities in their assigned residence hall. If laundry service is temporarily



unavailable within the assigned residence hall, reasonable access to an alternative facility will be provided. Laundry services are paid via student Campus Cash, personal credit cards, or a service-provider-based app. Laundry fees are not included in students' housing bills. Neither Residence Life nor UWL is responsible for lost, stolen, or damaged laundry or personal items.

#### **B. Mail**

Students will receive a mailing address specific to their residence hall and room assignment. Students are responsible for correctly addressing any mail or packages. Students are expected to retrieve their mail and packages regularly during the academic year. Only individuals listed in the recipient address may retrieve the mail, package, or delivery.

Students must update their mailing address directly with online retailers, couriers, and in their UWL WINGS account when they move off campus. Any packages or mail received after a student has vacated their residence hall will be returned to sender. Residence Life is not responsible for mail or packages that are lost, forwarded, or returned to sender due to incorrect addressing, delivery errors, or failure by the student to collect them.

For on-demand or 'instant deliveries,' students are required to personally meet delivery persons. Residence Life is not responsible for any items left in common areas such as lobbies, front doors, or desks. Any unattended items may be relocated or discarded at the discretion of Residence Life staff.

### **8. SAFETY AND ROOM MAINTENANCE**

#### **A. Room Entry**

Residence Life, in coordination with other university departments, reserves the right to enter your room to address concerns related to health, safety, security, or facility maintenance. When feasible, advance notice of room entry will be provided. While in your room, university employees are required to report any observed violations of university policy or this contract.

#### **B. Facility Repairs and Improvements**

Residence Life reserves the right to make repairs or improvements to residence hall facilities and residents' rooms during the contract term. This may include testing or inspections of safety systems and equipment.

#### **C. Damages and Labor Charges**

You agree to pay for any damages, loss, or necessary labor caused by you or your guests, including:

1. Damage to the building, including fire or vandalism;
2. Missing or damaged furniture, keys, or other university property; and/or
3. Labor and associated costs incurred to make repairs.

If multiple residents occupy a room and responsibility for damage or loss cannot be clearly assigned, costs will be divided equally among all residents of the room. Residence Life may similarly assess damage charges for common areas to all residents of a floor or hall if responsibility cannot be determined.

#### **D. Alterations to Property**

You may not make alterations to your room, furniture, or any residence hall property without prior written approval from the Director of Residence Life or their designee. Unauthorized alterations may result in fees to restore the space to its original condition. Examples include, but are not limited to:

- Painting or wallpapering;
- Removing or dismantling university furniture;
- Installing carpeting with adhesive;
- Modifying electrical systems or outlets; or
- Drilling into or mounting items on walls.

University-issued items such as furniture, mattresses, and refrigerators may not be removed without prior written

permission of the Director of Residence Life or their designee.

Additional information about residence hall repair costs is available on the [Office of Residence Life website](#).

#### **E. Abandoned Personal Property**

You must remove all personal belongings when you move out. Any property left in the residence halls after move-out will be considered abandoned and may be disposed of after 30 days. During such 30-day period, the University of Wisconsin Board of Regents, Residence Life and its officers, employees, and agents will not be responsible for loss, damage, or theft of your property.

#### **F. Liability and Insurance**

The Board of Regents of the University of Wisconsin System, and its officers, employees and agents are not liable for loss or damage to your personal property due to theft, fire, water, vandalism, or other causes. Under state law, the University does not have legal authority to reimburse students for such losses, except in cases where the damage results directly from the negligence of a university employee.

You agree to indemnify and hold harmless the Board of Regents of the University of Wisconsin System, Residence Life, and university officers, employees, and agents from any claims, damages, or liabilities arising out of your actions or omissions, including but not limited to modifications you make to your room or furnishings, misuse of university property, or conduct that results in injury or damage to others or their property. This includes, but is not limited to, injuries or damages caused by lofts, bunk beds, shelving, or other items that you construct, install, alter, or use improperly. **Because the University does not provide insurance for your personal belongings or liabilities, you are strongly encouraged to obtain renters and liability insurance.**

#### **G. Public Health Crisis**

Residence Life aims to deliver its mission while protecting the health and safety of our students and minimizing the potential spread of disease within our community. In the event of a public health crisis, additional policies and protocols may be implemented that affect your housing experience.

All residents are required to comply with health and safety-related laws, orders, and university directives. These may include measures such as testing requirements, visitor restrictions, enhanced cleaning, quarantine, isolation, separation, or temporary relocation. These expectations apply to all residential spaces.

Residence Life may adjust housing arrangements as needed to respond to public health concerns. Such adjustments do not terminate your housing contract or alter housing charges. In rare cases where housing contracts are terminated due to a public health emergency, reasonable reimbursements may be provided.

### **9. COMMUNICATION & CONTRACT CLARIFICATIONS**

#### **A. Subletting**

You may not assign this contract to another person nor sublet any part of the premises.

#### **B. Contract Changes**

No changes may be made to the terms and conditions of this contract without the written approval of the Director of Residence Life or their designee.

#### **C. Oral and Written Representations**

Residence Life does not make, and will not be bound by, any oral agreements or representations made to you or any person acting on your behalf. Likewise, no oral or implied statements made by you or any third party will be considered binding. This contract, along with the documents it references, constitutes the entire agreement between you and Residence Life. Both parties acknowledge that they are not relying on any oral or implied representation, not expressed in writing.



#### **D. Official Communication with the Student**

Residence Life will communicate with you using the UW-La Crosse email address, which is assigned to you upon enrollment. Room assignment notifications and all other official messages will be sent to your @uwlax.edu email address. You are responsible for checking this email account regularly. Residence Life is not responsible for communications missed due to spam filtering or email settings. If you experience issues receiving university email, you are encouraged to contact Information Technology Services.

### **10. DINING PROGRAM INFORMATION**

#### **A. Overview**

As a student living in the residence halls, you are required to have a dining plan, no matter what your class standing is or how many years you have lived in campus housing. The dining plan week begins Friday morning when the first dining venue opens and ends on Thursday evening when the last dining venue closes.

All meal plan balances expire and are forfeited based on the following conditions:

1. Weekly Dining Plans: Expire each Thursday at 11:59 p.m. Unused meals do not carry over to the next week.
2. Reuter Plan: Expires at the end of the semester in which it was purchased.
3. Dining Dollars/Block Meals: Expire at the end of the semester in which they are purchased. Unused balances do not carry over to the following semester.

Dining venues are closed during official University break periods (e.g., Thanksgiving, winter break, and spring break).

#### **B. Dining Plan Options**

As a student living in residence halls, you will automatically be enrolled in the basic dining plan. For full details on the dining plan options and policies visit the UWL dining website: [www.uwlax.edu/university-centers/services/dining-services/dining-plans/](http://www.uwlax.edu/university-centers/services/dining-services/dining-plans/)

#### **C. Dining Plan Cancellations**

You may only be released from your dining plan if you have also been released from your housing contract. Full financial credit will only be granted for cancellations prior to the first day of classes and if no meals have been eaten. Thereafter, the original plan charge will be adjusted according to the refund schedule. University Dining will use the Residence Life cancellation date or the last meal eaten, whichever is later, as the official date to cancel the dining plan. No refunds will be given after November 30 for the Fall Semester and April 30 for the Spring Semester.