Sierra College
ADMINISTRATIVE PROCEDURE AP 5580

Campus Housing

Date Adopted: 6/12/1989
Date Revised: 12/9/2016
Date Reviewed: 12/9/2016
References: Education Code Section 81670 et. seq.

- PAYMENT OPTIONS

The total amount (minus any holding deposit) is due when the student is accepted. If the student has a financial need, the Housing Office may agree to an installment plan where the first installment (1/4 of the total plus the security deposit) is due when the student is accepted. The remaining amount due will be paid in 3 payments to be scheduled and agreed upon by the student and the Housing Office.

- MEALS

A meal plan will be made available to all Residence Hall students. The price of the plan may be subject to change due to an increase in the costs of providing meals and/or changes in the meal plan itself (e.g. change in providers, etc.). In the event of a meal plan price change, the Residence Life Supervisor shall use his/her discretion to determine the new price of the plan to address the ongoing and changing needs of Sierra College students.

- APPLICATION PROCEDURES

Applications for on-campus housing will be available from the Sierra College Housing Office. Sierra College reserves the right to require a personal interview with any applicant and to refuse admission for campus housing to any applicant. Occupancy is reserved for full-time students enrolled in a minimum of 12 semester units.

- A non-refundable holding deposit is required with each application

- A security deposit is required in addition to the dorm fees, and is due when the completed License Agreement is returned to the Housing Office. The security deposit is refundable if the room is left in its original condition and proper check-out procedure is followed.
• ACCEPTANCE

Official notices of acceptance will be sent by May 15 for the fall semester, and by November 15 for the spring semester. Residents may move in the Sunday immediately preceding the first day of instruction. Students will be accepted and granted a space in the Residence Halls in the order which their License Agreements and security deposits are received.

• PRIORITY

  • First priority shall be granted to a number of entering students who are considered to be International Students and who are identified by the International Students Office. The total number of spaces for International Students shall be determined by the Residence Life Supervisor prior to each semester.

  • Second priority shall be granted to a number of entering students who are considered to be Student Athletes and who are identified by the Physical Education and Athletics Office. The total number of spaces for Athletes shall be determined by the Residence Life Supervisor prior to each semester.

  • Third priority shall be granted to a number of entering students who are former Foster Youth. The total number of spaces for former Foster Youth shall be determined by the Residence Life Supervisor prior to each semester.

Students from each priority level above will be given a deadline by which they must return a completed License Agreement and a minimum payment. Students who do not meet the criteria above, or who do not meet the published deadlines for admission shall be admitted into the Residence Halls based upon the date their License Agreement and security deposit were received in the Housing Office of the college.

• SANCTIONS AND FINES

In the event that a student violates a policy and is found responsible for said violation, s/he will be subject to educational sanctions including, but not limited to, community service, creating an educational program, probation and/or eviction. Additionally, the Residence Life Supervisor may create a fine structure for policy violations. Monies collected from these fines shall be placed in the Residence Hall Activity Fund and shall be spent on educational programs and activities for the residents.

• SUMMER CONFERENCE PROGRAM

The Residence Life Supervisor shall develop and maintain a Summer Conference Program. The program shall operate during the summer sessions and shall utilize unused space in the Residence Halls during the summer. The cost for the summer conference program shall be determined by the Residence Life Supervisor in December of each year for the following summer.

See Board Policy 5580.