



**2025-2026 JMU Residential Contract  
Housing and Dining Services**

## Agreement to Deal Electronically

By choosing to electronically sign the JMU Residential Contract below, you agree to the following Terms and Conditions:

- Your access to the JMU Residential Contract is conducted electronically and you agree that the Office of Residence Life may communicate with you electronically for all aspects of the terms of the JMU Residential Contract, including sending you electronic notices. (If you do not wish to utilize electronic access and communications concerning your contract, contact the Office of Residence Life (540-568-4663) for instructions on how to proceed with a paper contracting process.)
- All electronic communications will be sent to your official JMU e-mail account. At the end of this document, you will be asked to provide an electronic signature. By doing so you will agree to the Terms and Conditions of the 2025-2026 JMU Residential Contract. Your electronic signature is legally binding.
- You agree to contact the Office of Residence Life if you need information about your JMU Residential Contract, and you recognize that electronic communication with that office may be interrupted by circumstances beyond that office's control.
- You agree to be responsible for keeping all records relating to the JMU Residential Contract and for printing or making an electronic copy of these Terms and Conditions. Except as prohibited by law, you waive any requirement of a different method of communication in connection with your access to and communications about the JMU Residential Contract.
- Returning students (or new students submitting a future contract) are responsible for paying a non-refundable \$40.00 fee electronically. If the \$40.00 fee is not paid electronically, Office of Residence Life staff will submit the fee to The University Business Office for posting to the student's account. Newly admitted students have paid a \$400 intent-to-enroll deposit to the university; therefore, no additional contract processing fee is required.
- Contract Terms and Conditions for Housing and Dining are combined in this document as a convenience for the residential student. Each department is a separate entity. Terms and conditions for one entity will not alter those of a separate entity.

## 2025-2026 JMU Residential Contract Housing and Dining Services

### TERMS AND CONDITIONS

1. **Period of Contract:** This contract, unless otherwise stated, is for the full academic year consisting of the fall and spring semesters of the same academic year. If a student defers admission from the fall semester the contract applies for spring semester only. See Section 5 and 6 for exceptions. Thus, the student agrees that they will live in the university residence halls and take meals in university dining facilities for the entire contract period. Dining services under this contract will be provided as indicated below. The procedure for a student entering the university with a new contract for the spring semester beginning in January is the same as outlined for the fall semester.
2. **Consideration of the JMU Residential Contract:** Issued contracts are binding on the university only after a student has been admitted to the university by the director of admissions.
3. **Period of Occupancy:** The student may occupy an assigned room at the time specified by the university each semester. If the student fails to occupy the room by 5:00 p.m. on the first day of classes, the university reserves the right to reassign the space or initiate a contract cancellation. However, failure to occupy an assigned space does not automatically release the student from contractual obligation. Occupancy of the room must be relinquished at the contract's completion. University housing facilities are closed during the periods between semesters, and limited buildings are open during the Thanksgiving holiday and spring break. Residents not graduating must check out of their residence halls within 24 hours after their last exam but no later than 5:00p.m. on the last day of the exam schedule.
4. **Refund Schedule:** After five business days of receipt in the Office of Residence Life this contract will be binding for the entire 2025-2026 academic year. Students who have signed the JMU Residential Contract for the 2025-2026 academic year will owe and be charged full room rent and appropriate dining charges. Any termination of the JMU Residential Contract, subject to the terms and conditions in Sections 5 and 6, may qualify the resident for a refund or adjustment of room rent owed as outlined below. "Standard housing rent" refers to charges applied to all JMU residence halls except for the Apartments on Grace. "Applicable housing rent" refers to the rent owed on the residence hall occupied at the time of contract termination.

#### Semester I, Fall 2025

##### **Date of termination**

Prior to taking occupancy of assigned space  
On or before **September 10, 2025**  
On or before **September 24, 2025**  
On or before **October 15, 2025**  
After **October 15, 2025**

##### **Rent Amount Owed**

10% of standard semester housing rent  
25% of applicable semester housing rent  
50% of applicable semester housing rent  
75% of applicable semester housing rent  
100% of applicable semester housing rent

**Semester II, Spring 2026**

**Date of termination**

Prior to taking occupancy of assigned space  
On or before **February 10, 2026**  
On or before **February 24, 2026**  
On or before **March 17, 2026**  
After **March 17, 2026**

**Rent Amount Owed**

10% of standard semester housing rent  
25% of applicable semester housing rent  
50% of applicable semester housing rent  
75% of applicable semester housing rent  
100% of applicable semester housing rent

**5. Cancellation of the JMU Residential Contract Prior to Occupancy:**

A. For first year or transfer students:

1. When written notification of the student's desire to cancel enrollment is received by the University Registrar, the contract will be canceled.
2. The university reserves the right to void the contract prior to the official semester opening, in which case the university will refund any prepaid rent and meals.

B. For returning students:

1. If written notification of the student's desire to cancel is received on or before five business days after receipt of the contract in the Office of ResidenceLife, the contract will be canceled.
2. When written notification of the student's desire to cancel the contract is received after five business days following receipt of the contract in the Office of Residence Life:
  - a. The student who signs the contract will be held responsible for fulfilling the contract, except for circumstances which are deemed exceptional and unforeseeable, as determined by the director of residence life or her/his designee. If a cancellation request is approved for such circumstances, a student is eligible for an adjustment as outlined in Section 4.
  - b. The student who signs a contract for the following academic year and does not return to the university in the fall for any reason, including withdrawal or transfer, will be released from the contract, and will be billed 10% of the room rent owed for one semester, as outlined in Section 4.
3. Failure by the student to participate in the spring room selection process does not release the student from the contractual obligation.
4. The university reserves the right to void the contract prior to the official semester opening, in which case the university will refund any prepaid room rent and meals.

**6. Cancellation of the JMU Residential Contract During the Academic Year:**

A. By the resident student:

1. A student who fails to occupy an assigned room will remain obligated by the terms and conditions of the contract.
2. A resident student may initiate cancellation of the contract because of withdrawal from the university. The contract will be terminated after the student has officially withdrawn from the university with the appropriate written notification. A pro rata refund of dining charges will be made. When the room is vacated and

the student has properly checked out with hall staff, removing all personal belongings from the room, a refund of room rent is available as outlined in Section 4.

3. If the student withdraws from the university and re-enrolls during the same academic year, the Office of Residence Life reserves the right to reinstate the contract from the date of re-enrollment for the remainder of the academic year.
4. A student who withdraws from the university prior to the end of the fall semester will not be subject to spring room rent charges as long as, by December 1, he or she
  - a. Officially withdraws from the university.
  - b. and notifies the Office of Residence Life via the Non-Return Notice form available on the Online Housing System.
  - c. And then completes residence hall check-out procedures by the last day of the fall semester.
5. If the student leaves the university at the end of the fall semester after having completed requirements for graduation, the contract will be terminated, and the student will not be subject to spring room rent charges.
6. If the student is authorized to leave the campus to participate in one of the university's programs offered at a remote location, but the student has not completed graduation requirements, the housing rent will be suspended for the duration of the off-campus program and then reinstated for the remainder of the academic year.
7. If the student provides the Office of Residence Life with written documentation of a legal marriage, the student shall be entitled to a refund of the room rent, as outlined in Section 4, when the room is vacated, and the student has properly checked out with hall staff removing all personal belongs from the room.
8. Any student making a request to cancel a JMU Residential Contract during the academic year must submit the *Contract Release Request* form on the Online Housing System. Consideration for contract termination for reasons not listed above will be given only in cases that are deemed exceptional and unforeseeable, as determined by the director of residence life or her/his designee. If a contract termination is approved, the student will receive a refund as outlined in Section 4.

B. By the university:

1. If removal of the student from the residence hall occurs due to university disciplinary action or administrative withdrawal, they may receive a pro rata refund of all dining fees. The student will not receive a refund of room rent.
2. The university reserves the right to terminate the contract if the student fails to meet the university's academic requirements, in which case the student will receive a pro rata refund of all dining fees. A refund of room rent is available as outlined in Section 4, when the room is vacated and the student has properly checked out with hall staff, removing all personal belongings from the room.
3. The university reserves the right to terminate the contract if the student fails to maintain full-time registration for the contract period. Termination of the contract

is at the discretion of the director of residence life or her/his designee. If the contract is terminated the student will receive a pro rata refund of all dining fees. A refund of room rent is available as outlined in Section 4, when the room is vacated and the student has properly checked out with hall staff, removing all personal belongings from the room.

**7. Room Adjustments:**

- A. No adjustment in the charge for room rent will be made because of absence from the university for periods during the academic year except as outlined above.

**ADDITIONAL TERMS AND CONDITIONS:**

**1. General Information:**

- A. Each resident must abide by all university and residence hall and dining services policies. Policies are communicated through the JMU Residential Contract, the Student Handbook, the residence life website, and the residence hall staff. It is the student's responsibility to be familiar with this information.
- B. Breach of this contract or violation of any James Madison University policy may result in removal of the student from the residence hall with prior notice, except where the university determines that continued occupancy by the student may pose a danger to the life, safety or health of the student or other residents, in which case the resident may be removed without prior notice.
- C. If room and/or dining accommodations assigned to the student are destroyed or made unavailable to the university and the university does not furnish other accommodations, the contract shall terminate. All rights and liabilities of the parties hereto shall cease, and payments previously made by the student shall be refunded on a pro rata basis for the period for which accommodations were made unavailable to the student. The student understands that any refund issued by the University pursuant to this paragraph may be subject to modification or reduction, to the extent the University reasonably deems necessary, in order to address costs already incurred by the University in preparing and providing room and/or dining accommodations.
- D. If a residence hall room, section, or building is determined by the university to be uninhabitable, and the university does not furnish other accommodations, the contract will terminate. All rights and liabilities of the parties hereto shall cease, and payments previously made by the student shall be refunded on a pro rata basis for the period for which accommodations were made unavailable to the student. The student understands that any refund issued by the University pursuant to this paragraph may be subject to modification or reduction, to the extent the University reasonably deems necessary, in order to address costs already incurred by the University in preparing and providing such accommodations.
- E. If circumstances beyond the control of the University render the continued provision of room and/or dining accommodations impossible, unsafe, or otherwise impracticable, the University will notify the student and the contract shall terminate. All rights and

liabilities of the parties hereto shall cease, and payments previously made by the student shall be refunded on a pro rata basis for the period for which accommodations were made unavailable to the student. The student understands that any refund issued by the University pursuant to this paragraph may be subject to modification or reduction, to the extent the University reasonably deems necessary, in order to address costs already incurred by the University in preparing and providing room and/or dining accommodations.

- F. The rights and privileges under the JMU Residential Contract are personal and may be exercised only by the student. Not even the student may transfer or assign any of the contract's rights and privileges to another person without the university's prior and express consent, nor may an intermediary party without the university's consent relay the rights and privileges to the student. The university reserves the right to make all assignments and to make any assignment changes considered necessary.
- G. Execution of the JMU Residential Contract is not a commitment of admission to James Madison University. Only currently enrolled students are permitted to live in the residence halls.

## **2. Residence Life Information:**

- A. The university reserves the right to change room assignments at its discretion.
- B. To accommodate occupancy overflow, the Office of Residence Life may randomly assign students to a space. Examples include but are not limited to adding a third bed to a double occupancy room and/or the use of other available space. When temporary assignments are used, the Office of Residence Life will provide these residents with information regarding the reassignment process.
- C. Students who withdraw from all classes and/or fail to attend classes during the academic year must vacate university housing and cease using university Dining Services immediately after the last date of attendance. Students who do not comply with this requirement will be held liable for room and dining charges beyond the last date of attendance and may be subject to university sanctions and/or legal proceedings.
- D. Assigned residence hall rooms are to be used strictly as the student's residence and for no other purpose. Residents may not use the residence hall, the assigned room or any equipment or facilities found in the hall or the room (i.e., ethernet, wireless connection, or electricity) for purposes of conducting a personal business or engaging in any illegal activity.
- E. The Office of Residence Life may amend or cancel a student's contract, if the University determines the student's actions, general behavior or continued presence in the residence hall jeopardizes or is reasonably likely to jeopardize the health, safety or well-being of the student or any other resident. If the contract is cancelled, notwithstanding any other provision(s) in this contract, the student shall be entitled to a refund of appropriate fees as outlined in Section 4.
- F. In order to ensure the safe and efficient operation of the University, or to protect its interests or the interests of its employees or students, the university reserves the right to alter or cancel any residence hall contract if it determines that a resident's behavior or

criminal activity (regardless of when such behavior or criminal activity occurred) renders such an alteration or cancellation necessary. The University may decline to offer (or revoke an offer) of on campus housing for the same reason. If the contract is cancelled, notwithstanding any other provision(s) in this contract, the student shall be entitled to a refund of appropriate fees as outlined in Section 4.

- G. The university does not assume any legal obligation to pay for the loss of or damage to items of personal property of the student which occurs in its buildings or on its grounds, prior to, during or after the period of the contract. It is highly recommended that each student secure appropriate insurance to cover any such losses.
- H. The student is responsible for the condition and proper care of the accommodation assigned to him or her and shall reimburse the university for all damage done within or to said accommodation during the term of the contract. The student's responsibility for damage includes damage to room furnishings and damage caused from inside or outside the room to doors, windows and screens. The student is subject to pro rata charges for damage to public areas in the assigned residence hall, regardless of the identity of the person or persons responsible.
- I. Alterations to the residence hall rooms, (including but not limited to electrical wiring; attaching hardware to walls, ceiling or doors; constructing platform beds; or painting the room), are not authorized except in accordance with university policy, as issued by the Office of Residence Life.
- J. If one of the occupants of a room moves or a room is not fully occupied, the student(s) who remain agree(s) to accept an assigned roommate(s) or to move to another room upon request. There may be the opportunity for the student to select a compatible roommate with a signed housing contract. In some cases, this may not be possible. If this is not possible or the student does not select a roommate, the Office of Residence Life will fill the vacancy either by consolidating assignments or assigning another student to the vacancy.
- K. Residents who misrepresent the truth, intimidate assigned or prospective occupants or otherwise attempt to manipulate the housing assignment process are subject to judicial action, an appropriate fee, and/or contract cancellation notwithstanding any other provision(s) in this contract, the student shall be entitled to a refund or appropriate fees as outlined in section 4.
- L. Residents' overnight guests and visitation is limited as outlined on the residence life website and the Student Handbook.
- M. Assigned rooms may not be sublet, further assigned, or otherwise made available as a residence to anyone other than the individual designated by the University.
- N. Students may change rooms only after first receiving official authorization from the Office of Residence Life. Students who make an unauthorized room change may be required to return to their original assignment. Unauthorized room changes may result in an administrative charge or cancellation of the contract notwithstanding any other provision(s) in this contract, the student shall be entitled to a refund of appropriate fees as outlined in section 4.
- O. Each resident is required to maintain his/her room in a safe and sanitary condition. The



residence hall staff will periodically inspect the rooms to assess safety and sanitary conditions.

- P. The university reserves the right to enter a student's room/suite to perform routine or emergency repairs or maintenance. In such cases it is the student's responsibility to ensure access to the areas needing repair and to protect personal property against damage. The university also reserves the right to enter a student's room/suite as deemed appropriate for reasons including health, safety, and suspected violation of university or residence hall policies.
- Q. At the termination of the contract period, or when moving to a new room assignment, a student must turn in his/her key(s) and have the condition of his/her room assessed by residence hall staff as part of the residence hall check out procedure. Student(s) who vacate their room without properly checking out will be billed the appropriate fee. In cases where damages are incurred beyond normal wear and tear, the student(s) will be charged for the expense involved in returning the room(s) to a usable condition.
- R. Personal property will be considered abandoned if left in or near the residence halls after a student vacates his/her room. The university will not take responsibility for such items and items will not be held by the university. Such items are subject to disposal or recycling as deemed appropriate.

### 3. Dining Information:

- A. All on-campus residential students are required to purchase one of the meal plans offered to resident students.
- B. All resident students can select a resident meal plan option; if no choice is made, students are automatically placed on a pre-determined resident meal plan for which they are eligible.
- C. All students can change their meal plan selection (within the meal plans for which they are eligible) prior to or at the beginning of the semester. Resident students should consult the Card Services website for specific information about how and when they can change their meal plan.
- D. Students should refer to the JMU Dining Services website for detailed information regarding dining plans and dining hall operations.

**Errors that may occur in the posting or publication of the contract will not change the intended terms and conditions of the JMU Residential Contract. Corrections of any such errors will be made in writing and provided to each contract holder.**