



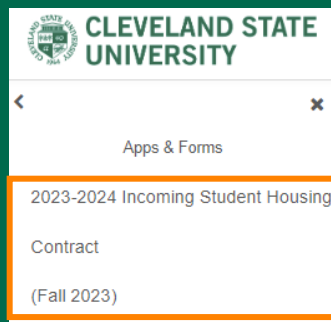
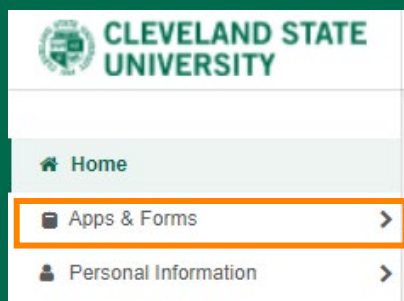
What's Inside this Guide?

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Housing Contract

Completing the Housing Contract is the next phase of the Incoming Student Housing Process which is needed gain access to all the other phases.

- 1.) Go to Housing Self-Service
2.) You will need to use your CSU ID login (ex: 1234567@vikes.csuohio.edu) and password. If you need help with your password, call the Information Services & Technology (IS&T) Help Desk at 216.687.5050 during normal business hours.
3.) Select "Apps & Forms" from the left menu and then select "2023-2024 Incoming Student Housing Contract"
4.) Be sure to complete the supplemental questions on pages 2 and 3, after electronically signing contract.
5.) Pay Your \$200 Housing Deposit



Office of Disability Services (ODS) Approved Accommodations

Accommodation requests must be submitted to Office of Disability Services (ODS) for review and for approval through their office. Once approved, ODS will notify the Department of Residence Life and Housing and will proceed from there. For students to receive accommodations, ODS needs them to submit the online application, submit documentation of their disability, and come in for their intake appointment. Students are not registered with Disability Services until all these steps are complete. Visit https://www.csuohio.edu/disability/register to start the process. The priority deadline for incoming student housing accommodations is June 1, 2023.

Page 1: Housing Contract Acknowledgement

Please carefully review the Housing Contract below as you are adhering to its terms and conditions. By signing in the electronic signature box below, you agree to all terms and conditions of this Housing Contract. A digital copy of the Housing Contract will be emailed to you upon completion of your application. The [Housing Contract can be downloaded here](#).

We are very excited that you will be joining us on campus for the 2023-2024 academic year! In this form, you will do the following:

1. Review and electronically sign your housing contract
2. Complete the questions on the following pages of the contract that outline the following:
 - a. Student Questions
 - b. Contract/Term Dates
 - c. Roommate Preference Questions*
 - d. Emergency Contact & Missing Persons Contact
 - e. Mobile Phone Information

Housing Contract Acknowledgement
Please carefully review the Housing Contract below as you are adhering to its terms and conditions. By signing in the electronic signature box below, you agree to all terms and conditions of this Housing Contract. A digital copy of the Housing Contract will be emailed to you upon completion of your application. You can also [download the 2023-2024 Housing Contract here](#).

Housing Rates
The housing rates are subject to approval by the Euclid Avenue Development Corporation Board on behalf of CSU and are outlined based on the CSU Guarantee Cohorts that are approved by the CSU Board of Trustees. Students are permitted to stay in the communities during the Thanksgiving Recess and Spring Break periods if they register when each respective break registration opens. However, the residential communities are closed during the Winter Break period (between the end of Fall semester and the start of the Spring semester) with the exception of The Edge and The

If you do not agree, exit the application here.

If you agree, sign your name in the box below.

Enter your full name to give consent (Hand drawn signature will be auto generated)

Use the signature pad to draw your signature

Enter your full name
Magnus Viking

Magnus Viking

Clear signature

Continue

1
Please review the full housing contract so that you are aware of what you are agreeing to before you sign this binding document.

2
After you have reviewed the contract, you will need to electronically sign it in one of two ways:

- Type your name and it will transcribe for you (see example in screenshot)
- Use signature pad to draw your signature

When you are done, click "Continue" at the bottom of the page.

3

Help Text

Housing Contract Acknowledgement
Please carefully review the Housing Contract below as you are adhering to its terms and conditions. By signing in the electronic signature box below, you agree to all terms and conditions of this Housing Contract. A digital copy of the Housing Contract will be emailed to you upon completion of your application. You can also [download a PDF version of the Housing Contract here](#).

Housing Rates & Floor Plans
The housing rates are subject to approval by the CSU Board of Trustees and are outlined based on the CSU Guarantee Cohorts. All residential communities close during break periods. Students are permitted to stay in the communities during the Thanksgiving Recess and Spring Break periods as long as they register when each respective break registration opens. However, the residential communities are closed during the Winter Break period (between the end of Fall semester and the start of the Spring semester). Students who wish to stay during Winter Break will pay an additional charge to reflect the Winter Break period.

- [View Housing Rates Here](#)
- [Fenn Tower Floor Plans](#)
- [Euclid Commons Floor Plans](#)

Application Questions & Questionnaire Instructions
Don't forget to complete the Application Questions after you review and sign the contract/agreement on the first page. For the Housing Application, the questionnaire information will be used to help assist the housing team in determining a "good fit" for your future roommates. Please complete these questions yourself and answer truthfully so that we may find the best placement that meets your personality/profile.

If you have any questions about the Housing Application & Housing Contract, please contact the Department of Residence Life and Housing at (216) 687-5196 or e-mail us at reslife@csuohio.edu during normal business hours.

Housing Self-Service Help Text

Once you are in the Housing Contract, the Help Text will be a resource for you, providing you with reminders and information that you can access while completing the Contract. We have provided a screenshot here (image #3) as an example. →

Housing Rates & Meal Plans

Housing Rates: The housing rates are subject to approval by the CSU Board of Trustees and are outlined based on the CSU Guarantee Cohorts. Gain a better understanding of the different rates for each contract term (winter break housing vs. no winter break housing) and [view Housing Rates Here](#).

Meal Plans: All residents living in university housing are required to select one of the residential meal plans for the entire academic year. [Meal plans and rates for 2023-2024 can be viewed here](#).

Page 2: Student Questionnaire

After you review the contract and provide your electronic signature (on Page 1), you will be asked to complete a questionnaire about yourself. The questionnaire information will help you and your potential roommate(s) determine if you are a “good fit” for each another. **Please complete this yourself and be sure to answer truthfully.**

My Information - 2023-2024 Returning Student Housing Contract

Please share your Chosen First Name: * Magnus V.
9 of 300 characters

Please confirm your cell phone number for us for emergency purposes. * 123-456-7890
12 of 30 characters

Please confirm your cell phone mobile carrier. * AT&T

Allow Residence Life and Housing to send text messages. Message and data rates may apply. Opt out at any time by replying STOP * Yes No

Are you attending CSU on either a J-1 (exchange visitor) or F-1 (academic student) visa? * No

Have you ever pleaded guilty or been convicted of a criminal offense or have charges pending against you at this time? (Please note that if you have a record that has previously been sealed, you do not have obligation to disclose it.) * No

What best describes your ideal roommate relationship? * We are friends and do everything together on

How often do you clean your living space? * Daily

Where do you most prefer to socialize with others? * Inside my living space

Where do you most prefer to study? * Inside my living space

When do you most prefer to study? * Evening

What time do you typically go to bed on weeknights? * 10 PM to midnight

What time do you typically go to bed on weekends? * 10 PM to midnight

Helpful Tips for Completing Questionnaire

Complete this yourself: Do not have a family member log in and complete it. Only you truly know yourself.

Reflect on each question: Although your first instinct is probably the right answer, take time to think about each question and the long-term effects of each one.

Be honest: You will likely be happier if your answers represent your preferences, not what you perceive your answers “should be.” The only “right” answers are those that best reflect you and your needs.

Made a mistake? Don’t worry! You’ll be able to go back in and edit your responses until July 1.

Page 3: Emergency Contact & Missing Persons Contact

Contacts

Required	Completed	Type	Name	Relationship	Email	Mobile	Home	Work	
✓	✓	Emergency Contact (this CAN be the same as Missing Persons Contact)	N/A	N/A	N/A	N/A	N/A	N/A	
✓	✓	Missing Persons (this CAN be the same as Emergency Contact)	N/A	N/A	N/A	N/A	N/A	N/A	
✗	✗	Parent/Guardian	N/A	N/A	N/A	N/A	N/A	N/A	

[Continue](#)

Click on the circled “pencil icon” as shown in the above image to enter a contact’s information. **Please enter as much accurate information as you can.** This will be vital in the event of an emergency, especially involving your health and well-being. If you have only one phone number for a contact, simply enter that same number in the other “phone” fields.

Emergency Contact & Missing Persons Contact Information

Before you can submit your Housing Application & Contract, you will need to enter your **Emergency Contact** and **Missing Persons Contact** information. Both contacts **CAN** be the same individual, but you must enter their info in each contact type.

If you are under 18 years of age and not emancipated, your custodial parent or guardian will be notified in the case that you are missing. Custodial parent/guardian notification will occur in addition to notification of the Missing Person Contact, if the Missing Person Contact is someone other than a custodial parent/guardian.

Parent/Guardian Contact: Your parent/guardian information may also be entered from this screen, but it is not required unless you are under 18.

Once you are done entering both contact’s information, click “Continue” to submit your Housing Contract.