

BUCKNELL UNIVERSITY
HOUSING LICENSE AGREEMENT 2026-2027

This Housing License Agreement is made and entered by Bucknell University and the student named below ("Student"), and/or the guarantor named below ("Guarantor") on behalf of the Student if the Student is under the age of eighteen (18). This Agreement is effective upon Bucknell's acceptance of this signed Housing License Agreement and payment of all requisite room fees.

This Agreement grants Student a license to occupy and use residential space assigned to Student by Housing Services for a limited purpose and a limited time as set forth below. This is not a license to occupy a specific room, House, or residence hall.

The relationship created by this license is that of Licensors (Bucknell) and Licensee (Student) and NOT that of a landlord and tenant.

I. CONDITIONS OF LICENSE: This Agreement is made and entered based on the following conditions:

- A. The Student is accepted for admission to Bucknell. This Agreement does not guarantee admission to Bucknell.
- B. The Student is enrolled and remains enrolled at Bucknell for the academic term(s) corresponding to the term(s) of this Agreement. This Agreement does not guarantee continued enrollment at Bucknell.
- C. Bucknell provides housing accommodations to Student on a revocable license basis only. This License may be immediately revoked for failure to comply with the terms and conditions of this Agreement, for behavior that may endanger public order or property or the personal safety or security of any person, or for any other reason that the University deems good cause, in its sole and absolute discretion. In such an event, the University shall not be liable to Student for any claims, causes of action, damages, injuries, penalties, costs or expenses of any kind, including (without limitation) attorneys' fees or any refund of housing fees, whether paid to the University or to a third-party.

II. OBLIGATIONS OF THE STUDENT AND/OR GUARANTOR – As evidenced by their electronic signature, Student and/or Guarantor agree(s):

- A. To pay all fees and fines no later than the date they are due.
- B. To be bound for the full term of this Agreement and to be responsible for the full value of this Agreement, except as set forth herein.
- C. To be an involved member of the living learning community at Bucknell, to attend

regular floor meetings, and to participate in hall activities.

- D. To abide by the [Residential Living Policies](#) (log-in required) and the Student Code of Conduct as set forth in the [Student Handbook](#), as well as all other Bucknell policies applicable to students.
- E. Not to sell or assign this Agreement to a third-party and not to assign or sublease Student's assigned residential space to another party. This Agreement is personal and non-transferable.
- F. To use Student's assigned residential space for residential purposes only. Any use other than for residential purposes violates Bucknell policy and may result in termination of this Agreement and/or disciplinary action in accordance with the Student Code of Conduct.
- G. To exercise care to maintain access cards and keys and to reimburse Bucknell for all costs, such as key and lock replacement, that may be associated with Student's loss or misuse of keys or access cards.
- H. To not duplicate any issued keys for any reason. Failure to return the assigned room key within two business days after move out will result in a charge of \$150.00 for key replacement to the Student's account as outlined in Section IV D of this agreement.
- I. To be accountable for the conduct of Student's visitors and guests.
- J. To carry their Bucknell ID card at all times and to pay a \$20.00 replacement fee for cards that are lost or stolen.
- K. To maintain the safety and security of residence halls by locking interior and exterior doors and not propping the exterior doors of any residence hall at any time, for any length of time, or for any reason. Students responsible for propping exterior residence hall doors may be subject to disciplinary action in accordance with the Student Code of Conduct.
- L. To regularly check Bucknell email so Housing can communicate deadlines, updates and important information to students.

III. TERM OF THIS LICENSE

- A. This Agreement is legally binding as of the date Student and/or Guarantor sign this Housing License Agreement and Bucknell accepts payment of all requisite room fees and continues for the entire Academic Year (2026-2027). If Student applies for housing during an Academic Year and enters Bucknell: (a) at the beginning of the Fall semester, the Term shall be for the full fall/spring semesters of the Academic Year; or (b) after the beginning of the fall semester, the Term shall be for the remaining fall and/or spring

semester(s) of that Academic Year.

B. Students may occupy their assigned residential space from the beginning of the day when residence halls officially open for the Academic Year until the date when residence halls officially close for the semester at the conclusion of final exams, except as set forth herein. Opening and closing dates can be found [here](#).

1. Failure to properly check-in prior to the first day of class in each semester may result in reassignment of residential space. Completing any portion of the check-in procedure, including acceptance of a room key or placing personal property in an assigned room, constitutes occupancy and obligates the Student to the terms of this Agreement. Student will not be given any room fee credit for periods when they do not physically occupy an assigned residential space.

2. Unless other arrangements are specifically approved through Housing Services as set forth below, Student must check out of their assigned residential space within twenty-four (24) hours after their last final of a semester. Late stay requests are submitted within [myHOME](#). If Student completes their degree requirements at the end of the spring semester, Student may remain in their assigned residential space until 10:00 a.m. on the day following Commencement.

3. If Student withdraws from Bucknell, is suspended or expelled from Bucknell in accordance with the Student Code of Conduct, Student must notify Housing Services at Housing@bucknell.edu and must clean and vacate their assigned residential space within one (1) business day after notice of withdrawal is submitted to the Bucknell Registrar, or after notice of discipline is received in accordance with the Student Code of Conduct unless an alternate date is arranged through the Dean of Students Office.

C. Students must be approved to remain in their assigned residential space beyond published dates for the closing of campus housing at the end of each semester based on a request submitted to Housing Services. Winter Session housing will be charged a Winter Session fee, which will be assessed separately to the student's B-bill. Students who register for Winter break will be charged \$1350 for the four weeks or \$650 for either two week period. Requests for approval to extend housing must include and will only be granted based on special circumstances including participation in varsity athletics or university-sponsored employment. Request submissions are done within [myHOME](#). Student ID card access will only be activated for students who have registered with Housing for Winter session.

D. Students shall register for continued occupancy in their assigned residential

space during fall, Thanksgiving, Winter, and spring break ("Break Periods"). Students who register for Winter break will be charged \$1350 for the four weeks or \$650 for either two week period. Dates for break periods can be found [here](#). Students approved to remain in residential spaces during Break Periods are not guaranteed access to their normal residential assignments, but will be assigned a residential space at the discretion of Housing Services. Students remaining in residential spaces during Break Periods may experience disruption in services (e.g. electricity, water) due to planned University maintenance. Students who fail to vacate residential spaces during Break Periods and remain without approval will be assessed a fine charged to their student account at \$100.00 per day and may also be subject to disciplinary action in accordance with the Student Code of Conduct.

IV. ROOM FEES AND CHARGES

- A. Student agrees to timely pay all room fees as billed each semester and as set forth [here](#). Room fees are subject to change without notice.
- B. Student agrees that should they fail to occupy an assigned residential space, or if Student vacates an assigned residential space during the Term, Student continues to be liable for the room fee for the entire Term unless they are granted a room fee Credit as provided in Section V, Termination of License and Room Fee Credit.
- C. Student agrees to pay for all loss or damage, except normal wear and tear, that Housing Staff determines Student caused to floors, walls, windows, ceilings, appliances (if any), fixtures, furnishings, plumbing, electrical wiring or other property in Bucknell residence halls, including Student's assigned residential space, common areas and other student rooms. If Bucknell cannot determine who caused certain damage or loss, Student agrees to pay the cost of repair and/or cleaning, prorated as deemed appropriate by Housing Services among all residents of a residential space.
- D. Student agrees to pay excess cleaning costs if a residential space is left in an unacceptable condition as determined by Housing Services after the student's departure. Student agrees to pay an equal share of any assessed cost with others assigned to the residential space. Student agrees to pay a prorated share of excess cleaning costs related to common areas of a residence hall if common areas are left in an unacceptable condition as determined by Housing Services upon departure of students.
- E. Student agrees to pay a fee of \$150.00 for failure to return key(s) or for lost key(s). Room key(s) are to be returned to Housing Services during business hours (8:30AM - 4:30PM, Monday-Friday) or the drop box at the Public Safety office outside of business hours, unless otherwise directed by Housing Services & Residential Education.

V. TERMINATION OF LICENSE AND ROOM FEE CREDIT

- A. Unless granted an exemption in accordance with University Housing Policy and Procedures, Students who are enrolled in the University are obligated to reside in University Housing for the full Term of this Agreement. This Agreement may only be terminated by Student if:
1. Student officially withdrawals from the University,
 2. Student elects not to enroll or to return for enrollment in a semester, or
 3. The University determines, in its sole discretion and only under exceptional circumstances, that there are adequate other grounds for termination.
- B. Students who terminate this License Agreement, in accordance with Section V. A. of this Agreement prior to the end of the Term may be eligible for a room fee Credit on their student account as outlined in the Bucknell Credit and Refund policy found the Bursar Services' website and referenced here: <https://www.bucknell.edu/azdirectory/bursar-services/financial-policies>.

VI. ROOM ASSIGNMENTS

- A. Student will be assigned to a residential space without regard to race, religion, or national origin. Residential space assignment will consider Student gender, classification and roommate age ranges as possible.
- B. Student agrees to occupy the residential space assigned to them. Requests for Student may only change assigned residential space with the approval of Housing Services. Approval of a change in assigned residential space are at the discretion of the University. Students who relocate to a non-approved residential space may be subject to disciplinary action in accordance with the Student Code of Conduct.
- C. In the event of an approved change in residential assignment, Student agrees to pay any change in room fees associated with an approved change.
- D. Bucknell reserves the right to temporarily or permanently re-assign Student to an alternate residential space for any reason and at any time during the Term of this Agreement. Student agrees to accept other students into their assigned residential space, as assigned by Housing Services, to fill a vacant space at any time during the Term of this Agreement. Student may identify and request a new roommate to occupy a vacant space at any time during the semester. Such a request must be submitted to Housing Services for approval of the change in assignment.
- E. Student agrees to move into an alternate residential space upon notice by Housing Services.

- F. Student understands and agrees that Student may be removed from an assigned residential space or reassigned to a new residential space based on a determination that the Student poses a continuing danger to persons or property, or presents a threat of disrupting the normal operations of the residence hall.
- G. If Student has a disability or other unique need related to housing, Student must seek approval of an accommodation through the Office of Accessibility Resources. Bucknell will act within a reasonable period of time to implement approved accommodations. If Student is approved to maintain a Service Animal or an Emotional Support Animal in their assigned residential space, Student will make all necessary arrangements for any care required for the animal prior to the arrival at the animal and will maintain the animal in accordance with University policy. Requests for accommodation for the following academic year should be submitted to the Office of Accessibility Resources on the following timeline:
1. No later than March 1 or the business day before if this day falls on a weekend – upper class students
 2. No later than June 1 or the business day before if this day falls on a weekend – first year students
 3. No later than July 1 or the business day before if this day falls on a weekend for fall transfer students or students returning from leave in the fall.
 4. No later than December 1 or the business day before if this day falls on a weekend for spring transfer students or students returning from leave in the spring.

VII. CARE OF ROOM, EQUIPMENT AND PROPERTY

- A. Student agrees to maintain their room and common areas in a neat and orderly fashion at all times. Student is responsible for all room damage occurring during the Term of occupancy and for all damage caused by Student to common areas or other student residential spaces.
- B. Student acknowledges individual responsibility for removing trash and recycling from their assigned residential space and depositing trash and/or recycling to an outside dumpster or designated trash room within assigned campus housing. Community bathrooms and lounges are not designated for personal trash.
- C. Student agrees not to move, remove, or store Bucknell furnishings or equipment in assigned residential space. Student further agrees that Bucknell common or public area furnishings or equipment shall not be relocated to Student's assigned residential space. Student must restore the assigned space to the original condition prior to check out.

- D. Student accepts individual responsibility for the security of Student's own property. Bucknell is not responsible and is not liable for theft, damage, or loss of money, valuables, or personal effects of Student regardless of the cause of the loss.
- E. Student agrees that any personal effects, valuables or other property Student leaves behind after vacating the space shall be considered abandoned and may be retained by Bucknell as its property, or may be disposed of through sale, donation, or in such other manner as Bucknell in its sole discretion may determine. Student shall have five (5) business days after vacating the space to claim abandoned property during a semester. After five business days, the University will dispose of it through sale, donation, or in such other manner as Bucknell in its sole discretion may determine.
- F. Bucknell is not liable or otherwise responsible, directly or indirectly, for any loss or damage to, your personal property, or vehicle or for any personal injury (including death, rape, or assault) occurring anywhere on University property, whether caused by acts of nature, fire, smoke, water, equipment malfunction, or caused by the negligent or criminal conduct or acts of any third persons, or any other reason. Bucknell is not liable for any disruption due to construction or renovation projects occurring on Bucknell property. Your personal property is not covered by Bucknell insurance. Student is strongly encouraged to purchase personal property insurance to cover losses while living in residence halls.

VIII. FORCE MAJEURE

- A. Bucknell assumes no responsibility for failure to perform any terms or conditions of this Agreement due to fire, earthquake, flood, act of nature, weather events, strikes, work stoppages or other labor disturbances, riots or civil commotions, litigation, war or other acts of any foreign nation, terrorism, epidemics, pandemics, power of governmental agencies or authorities, national emergencies, or any other cause that is beyond the control of the University, regardless whether such a cause is similar or dissimilar to the foregoing examples, and regardless of whether the subject event or cause was conceivable or foreseeable.

IX. ROOM ENTRY

- A. The University reserves the right to enter any assigned residential space at any time, without notice, including but not limited to in times of emergency, to conduct facilities project work, to respond to student work order requests, to inspect compliance with health, fire, or building codes, enforcement of University policies and regulations, or for any other purpose to ensure student safety and compliance with all university regulations, as determined by the University in its sole discretion.

- B. The University reserves the right to search student rooms in University owned or operated properties. University personnel who have been designated for this purpose by the Dean of Students shall authorize such searches. Notice is provided to residents in advance of any health and safety check of residential spaces, which generally occur when residence halls officially close (e.g., Thanksgiving, winter and spring breaks) to ensure that rooms follow University standards, determine the need for repairs, and to evaluate the general condition of spaces.
- C. If a staff member enters a room for one of the above reasons and observes a health or safety emergency, or notices in plain sight evidence of a violation of University policy, the staff member may search the space and may refer the matter to appropriate University personnel for further action. The rights of entry and search by University personnel do not apply to searches conducted by the Department of Public Safety, or other law enforcement officials, with an appropriate warrant.

X. GUESTS AND VISITORS

- A. Student may host guests and visitors in assigned residential spaces subject to the following limitations. “Guests” refer to current Bucknell students who live in another location on or off campus, and “Visitors” refer to individuals not enrolled or employed at Bucknell, who are visiting campus. “Roommate(s)” refers to individuals issued a key to the same room, apartment or suite.
 - 1. Roommate(s) must approve of Guests and Visitors within assigned residential spaces.
 - 2. Student is responsible for their Guests and Visitors and may be held responsible through the Student Code of Conduct for actions of their Visitors and Guests.
 - 3. Guests and Visitors may stay with their host for up to six (6) days in one calendar month, but no more than three (3) days consecutively.

XI. RULES AND REGULATIONS

Student occupancy of University housing is subject at all times to Student’s compliance with this Agreement, the Student Code of Conduct, Residential Living Policies, all other applicable University policies, all published rules of individual residence halls and all applicable local, state and federal laws and regulations. All applicable Bucknell policies and regulations, including those appearing in the current Student Handbook, Residential Living Policies and all published rules of individual residence halls, are incorporated herein by reference with the same force and effect as though fully set forth herein. If there are any inconsistencies in terms of the same, the terms of this Agreement will govern.

XII. MEAL PLAN REQUIREMENTS

A. Student acknowledges their obligation to purchase a meal plan for each semester when they live in a University residence hall.

B. Students agrees to comply with all dining policies as set forth at the Bucknell Dining website at <http://www.bucknell.edu/Dining>.

XIII. MICELLANEOUS

A. Any waiver of any provision of this Agreement or the breach of any provision by Bucknell shall not be deemed a continuing waiver of the same in any future instance.

B. The provisions of this Agreement are severable. If a court or arbitrator holds any provision of this Agreement invalid, illegal or unenforceable, then the validity, legality or enforceability of the remaining provisions will in no way be affected or impaired thereby.

C. This Agreement represents the complete agreement between Student and Bucknell regarding Student's University housing, and supersedes any prior contracts or understandings, whether oral or written. This Agreement may not be amended without the prior written permission of Bucknell.

D. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania, and shall be subject to the federal or state courts within the geographic limits of the United States District Court for the Middle District of Pennsylvania.

I acknowledge, by my signature, that I have read all of the provisions of the Housing License Agreement stated above and agree to uphold these provisions as a resident student.

For students under 18 years of age as of this date, the signature of a parent or legal guardian is required as a guarantee of the financial and other obligations for residents set forth in the agreement.