

HARTFORD SEMINARY
On-Campus Housing Application
2011-2012
Information and Instructions

Hartford Seminary has a limited number of furnished apartments on campus to rent. Living in our on-campus housing, you will be assigned a private bedroom, and will share common living areas (kitchen, living room, and bath).

Most of our units are set up for individuals only. We do have a few units that can accommodate those seeking on-campus housing for themselves and their families, but these cannot be guaranteed and can only be considered on a case-by-case basis.

Please note that Hartford Seminary apartments are NOT handicapped accessible.

Rent for the 2011-12 academic year is \$480 *per month* for a single room in a shared house. Please note that the rental fee increases approximately 5% per year, taking effect on July 1st. Short-term stays are \$40 per night, and a minimum of 3 consecutive nights are requested. In most cases, heat, electricity, hot water, one basic phone line, and basic internet access, are included in the total monthly fee.

Rent is between \$960 and \$1,300 *per month* for a family renting an entire apartment. The rental amount may vary depending on the particular apartment assignment. Renters of entire single-family houses/apartments generally pay their own heat and electricity.

Units come with basic furnishings and kitchen supplies. Residents are expected to supply their own towels, linens, blankets and pillows. A supply of gently-used bedding may be available upon request.

Apartment Reservation Deposit and Security Deposit

In order to be considered for and assigned to a space on-campus, ***the attached housing application must be completed and returned with a \$100 apartment reservation deposit.*** When you arrive at the Seminary, this deposit will be applied to your first month's rent. ***By law, you must also provide proof of having a Meningococcal Vaccine PRIOR to moving onto campus.***

Hartford Seminary also requires payment of an apartment security deposit (in the amount of one month's rent) and the first month's rent at the time of occupancy. The security deposit protects the Seminary in case of damage done to the premises, and is held until the student vacates the apartment. The security deposit is refunded after the apartment has been checked by facilities staff and found to be in the same condition as it was when originally occupied (taking into account typical use).

We require payment of the security deposit and first month's rent prior to the release of apartment keys.

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| Total monies required for reserving an on-campus <u>room</u> : | \$ 100 - deposit (to be applied to first month's rent) |
| | \$ 380 - remainder of first month's rent |
| | \$ <u>480</u> - security deposit |
| TOTAL | \$ 960 |

If you require a family apartment, please contact Rose Lezak for the exact amount of deposit that will be required.

Housing will generally be available for occupancy by September 1 for fall semesters, by January 15 for winter/spring term, and for intersession and summer classes, on the night before the class begins.

Payment of the \$100 housing deposit may be made by certified bank check or money order (made payable to *Hartford Seminary*) or with one of the following credit cards: VISA, Mastercard or Discover. *For international applicants who are unable to provide a deposit in any of the ways indicated above, please contact Rose Lezak, Director of Administration and Facilities, to discuss alternative arrangements.*

The application and \$100 housing deposit should be received as follows:

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| ▪ for <i>Fall Semester Occupancy</i> (beginning in September) | <i>June 1</i> |
| ▪ for <i>Winter/Spring Semester Occupancy</i> (beginning in January) | <i>November 1</i> |
| ▪ for <i>summer occupancy</i> during June, July, August | <i>May 1</i> |

Typically, international students are required to live on-campus during their first year of study, provided space is available.

Other applications are considered on a first-come, first-serve basis. A room assignment will be made, secured and confirmed by Hartford Seminary ***ONLY*** when the attached application and the apartment reservation deposit have been received.

The \$100 housing reservation deposit will be refunded if, for some unforeseeable reason, the applicant is unable to attend Hartford Seminary or there is no housing available on campus.

Please direct any questions to: Rose Lezak, Director of Administration and Facilities, Hartford Seminary
860.509.9501, rlezak@hartsem.edu

