

**What’s Inside this Guide?**

What’s Inside this Guide? ..... 1

Housing Application Process Overview ..... 1

Approved Medical Housing Accommodations and Emotional Support Animal Requests ..... 1

Housing Advance Payment is No Longer Required for Returning Students ..... 1

Housing & Meal Plan Rates ..... 2

Roommate Matching Questionnaire ..... 2

We Need to Know Page/Section ..... 3

Emergency Contact & Missing Persons Contact ..... 4

Tower C 3-Person Housing Option ..... 4

Gender Inclusive Housing Option ..... 5

Housing Contract Cancellation Fee Schedule ..... 5

Housing Contract Acknowledgement ..... 6

**Housing Application Process Overview**

Completing the Housing Application is the first phase of the Returning Student Housing Selection Process, which is needed to gain access to all the other phases. **The Returning Student Housing Application closes on March 15, 2024, at 11:59pm EST.**

1. Go to the [Student Housing Gateway](#)
2. Click on “Apply for 2024-2025 Housing” from the left menu
3. Complete/Confirm the required steps:
  - a. We Need to Know
    - i. Student Information
    - ii. Roommate Matching Questionnaire
    - iii. Emergency Contact
    - iv. Medical Information
    - v. Meningitis Information
  - b. Housing Options
  - c. Gender Inclusive Housing (optional step)
  - d. Review and Electronically Sign your Housing Contract



The Housing Application Process contains several steps and pages that students must complete to ensure their entire Housing Application is fully complete.

**Approved Medical Housing Accommodations and Emotional Support Animal Requests**

Students requesting disability-related housing accommodations, including a service animal or emotional support animal (ESA) **must register and submit appropriate documentation for approval to the Office of Accessibility and Disability Services (ADS).** Requests for residential accommodations must be based on a documented disability and supported by disability documentation that illustrates clear and substantial barriers to being placed in a standard housing assignment. **Requests are reviewed on an annual basis.** Visit the [ADS Accommodations webpage](#) to review/start the process. **Although requests can be submitted to ADS at any time, for best consideration in terms of availability, returning students should submit their requests by February 28th.**

**Housing Advance Payment is No Longer Required for Returning Students**

All current residential students are **no longer required** to pay a \$350 housing advance payment (formerly housing deposit) to participate in the Returning Student Housing Selection Process. However, students should be aware that there is a Fall Pre-Term Cancellation Fee that escalates each month, so if students do not believe they will need on-campus housing, they should not apply or they should cancel by April 15<sup>th</sup> to avoid a cancellation fee.

## Housing & Meal Plan Rates

Rates are currently pending Towson University and the University System of Maryland Board of Regents approval. Towson University reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the university and the University System of Maryland Board of Regents. Review *and* become familiar with the [2024-2025 Housing and Meal Plan rates](#). **Students will be able to select their meal plans starting July 1, 2024, by visiting the [OneCard & Meal Plan Portal](#).**

## Roommate Matching Questionnaire

Returning students will be able to confirm the information in their roommate 'profile' when submitting their housing application. This profile allows us to know more about your personal living habits and take those into account if we must place a roommate in the unit they will select. This does not guarantee that you will be matched with a roommate(s) that has all of the same preferences. ***Please complete this yourself and be sure to answer truthfully so we may find the best placement that meets your personality/profile when it is needed.***



All students will complete a roommate 'profile' when submitting their housing application. This profile allows us to know more about your personal living habits and take those into account when placing you with a roommate(s). This does not guarantee that you will be matched with a roommate(s) that has all of the same preferences.

#	Description	Preference
1	I am comfortable with overnight guests of all genders	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
2	I am only comfortable with overnight guests that share my gender	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
3	I would like to have a close friendship with my roommate (socialize, eat meals, study together) vs. a roommate pair (mutual respect, separate social lives, and interests). Yes - close friendship, No - roommate pair, No Preference - mix of both	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
4	I tidy up and make my bed everyday	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
5	It is important to me to live in a clean environment (no clutter or dirty dishes)	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
6	I am okay with some clutter in my living space	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
7	I don't care about the state of my room; a messy and not routinely cleaned room does not bother me.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
8	I prefer or need to go to sleep before 11pm	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
9	I prefer or need to wake up before 9am	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
10	I prefer to utilize my room as a place to only study versus a place to study and socialize	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
11	I prefer to live with a non-smoker (tobacco, vapes, etc). TU is a smoke free campus.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
12	When something bothers me, I tend to let the other person know my concern directly.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
13	When something bothers me, I tend to keep it to myself.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
14	When I have done something to bother someone else, I prefer that person talks to me directly.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
15	When I have done something to bother someone else, I tend to avoid the conflict.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
16	I plan to stay on campus most weekends.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
17	I prefer to use headphones to listen to music, watch TV, etc.	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref
18	I am comfortable living with an animal (Note: any animals must be approved by the University; only service or emotional support animals are permitted.)	<input type="radio"/> No <input type="radio"/> Yes <input checked="" type="radio"/> No Pref

Previous

Next

### 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 Application Deadline.

# We Need to Know Page/Section

**We Need to Know**

Housing & Residence Life (HRL) strives to keep you informed of any events or important information that we need you to know throughout the year. We will always send out any direct communication to you through your official Towson Email account, so be sure to check that often. Sometimes we also send out very important service. We rarely use this and do not give this information out to anyone else.

**Cell Phone & Text Notifications**

Cell Phone:  Send me text message alerts?:

Please note that HRL will only send text messages for very important information. You may call the HRL office to update your text notification preferences during business office hours.

**Next**

This section and its series of pages collects student information, Emergency Contact, Medical Information, and Meningitis Information. **Students should be prepared with this information prior to beginning the Housing Application.**

**Medical Information**

Please provide a list of current medications that are being taken. Also list any medications that you are allergic to.

**Current Medication**

**Medicines you are allergic to:**

**Emergency Assistance**

Check the appropriate box or boxes if you would like special assistance for the listed emergencies:

Evacuation:   
Power Outage:   
Shelter in Place:   
Other:

**Medical Housing Accommodations and Emotional Support Animals**

Students requesting disability-related housing accommodations, including a service animal or Emotional Support Animal (ESA) must register and submit appropriate documentation for approval to the Office of Accessibility and Disability Services (ADS). Requests for residential accommodations must be based on a documented disability and supported by disability documentation that illustrates clear and substantial barriers to being placed in a standard housing assignment. Visit the [ADS Residential Accommodations webpage](#) to review and start the process.

Residential accommodation requests must be submitted to ADS and will be reviewed on a yearly basis. Requests can be submitted to ADS at any time; however, **for best consideration in terms of availability**, returning students should submit their requests no later than **February 28** and new students, no later than **June 15**.

Logged In: Ifioktest Obotstudent

**Previous** **Next**

**TOWSON UNIVERSITY ON-CAMPUS MENINGOCOCCAL VACCINE WAIVER**

**Meningococcal Vaccine For Higher Education Students Housing**

**What you need to know**

Effective 2001, Maryland law requires that an individual enrolled in an institution of higher education in Maryland who resides in on-campus student housing must be vaccinated against meningococcal disease. An individual may be exempt from this requirement if (1) the institution of higher education provides the individual or the individual's parent or guardian if the individual is a minor (under 18 years of age) detailed information on the risks associated with meningococcal disease and the availability and effectiveness of any vaccine, and (2) the individual or a minor individual's parent or guardian signs a waiver stating that the individual or the parent or guardian has received and reviewed the information provided and has chosen that the individual will not be vaccinated against meningococcal disease.

**What is meningococcal disease?**

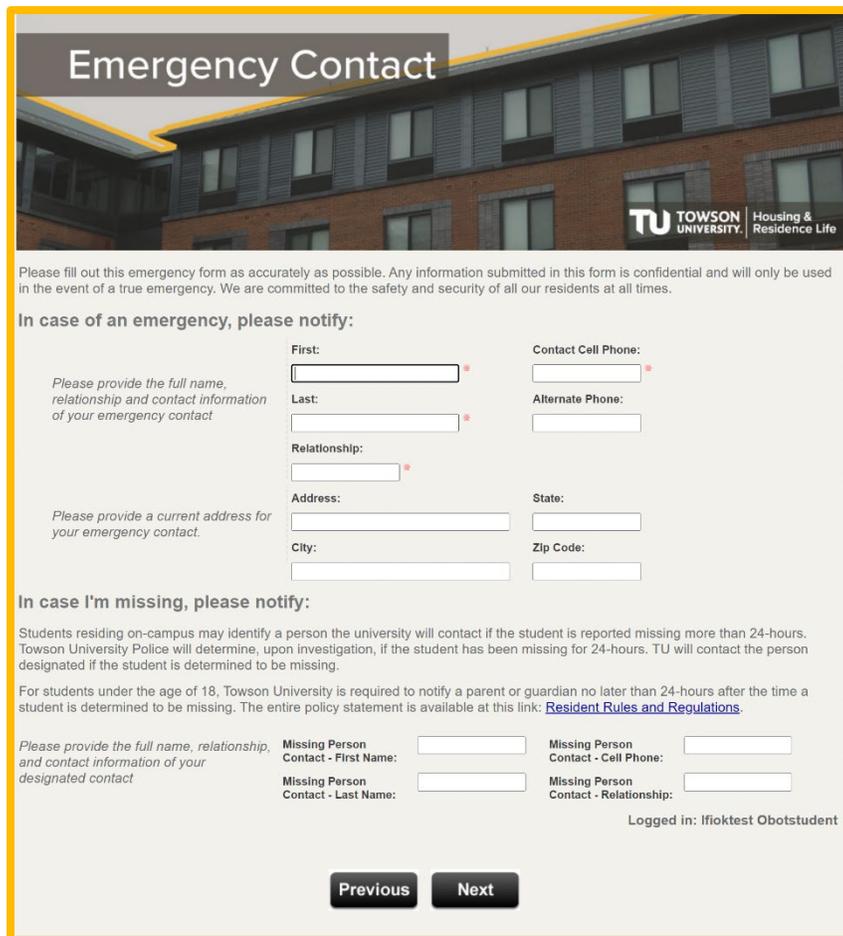
Meningococcal disease is a rare but life threatening illness, caused by the bacterium, *Neisseria meningitidis*. It is a leading cause of bacterial meningitis (an infection of the brain and spinal cord coverings) in the United States. The most severe form of the disease is meningococemia, infection of the bloodstream by this bacterium.

Deaths from meningococcal disease have occurred among Maryland college students in recent years. Students living in dormitories or residence halls are at increased risk. The Maryland Department of Health and Mental Hygiene encourages meningococcal vaccination of higher education students.

**Health Insurance Reminder**

Remember that **all students** must upload their health insurance card to the Tiger Health Portal by **August 15th** for fall enrollment. For more information about Health Insurance options, requirements, and instructions, please visit the [TU Health Center webpage](#).

## Emergency Contact & Missing Persons Contact



**Emergency Contact**

Please fill out this emergency form as accurately as possible. Any information submitted in this form is confidential and will only be used in the event of a true emergency. We are committed to the safety and security of all our residents at all times.

**In case of an emergency, please notify:**

Please provide the full name, relationship and contact information of your emergency contact

First:  \* Contact Cell Phone:  \*

Last:  \* Alternate Phone:

Relationship:  \*

Please provide a current address for your emergency contact.

Address:  State:

City:  Zip Code:

**In case I'm missing, please notify:**

Students residing on-campus may identify a person the university will contact if the student is reported missing more than 24-hours. Towson University Police will determine, upon investigation, if the student has been missing for 24-hours. TU will contact the person designated if the student is determined to be missing.

For students under the age of 18, Towson University is required to notify a parent or guardian no later than 24-hours after the time a student is determined to be missing. The entire policy statement is available at this link: [Resident Rules and Regulations](#).

Please provide the full name, relationship, and contact information of your designated contact

Missing Person Contact - First Name:  Missing Person Contact - Cell Phone:

Missing Person Contact - Last Name:  Missing Person Contact - Relationship:

Logged in: Ifloktest Obotstudent

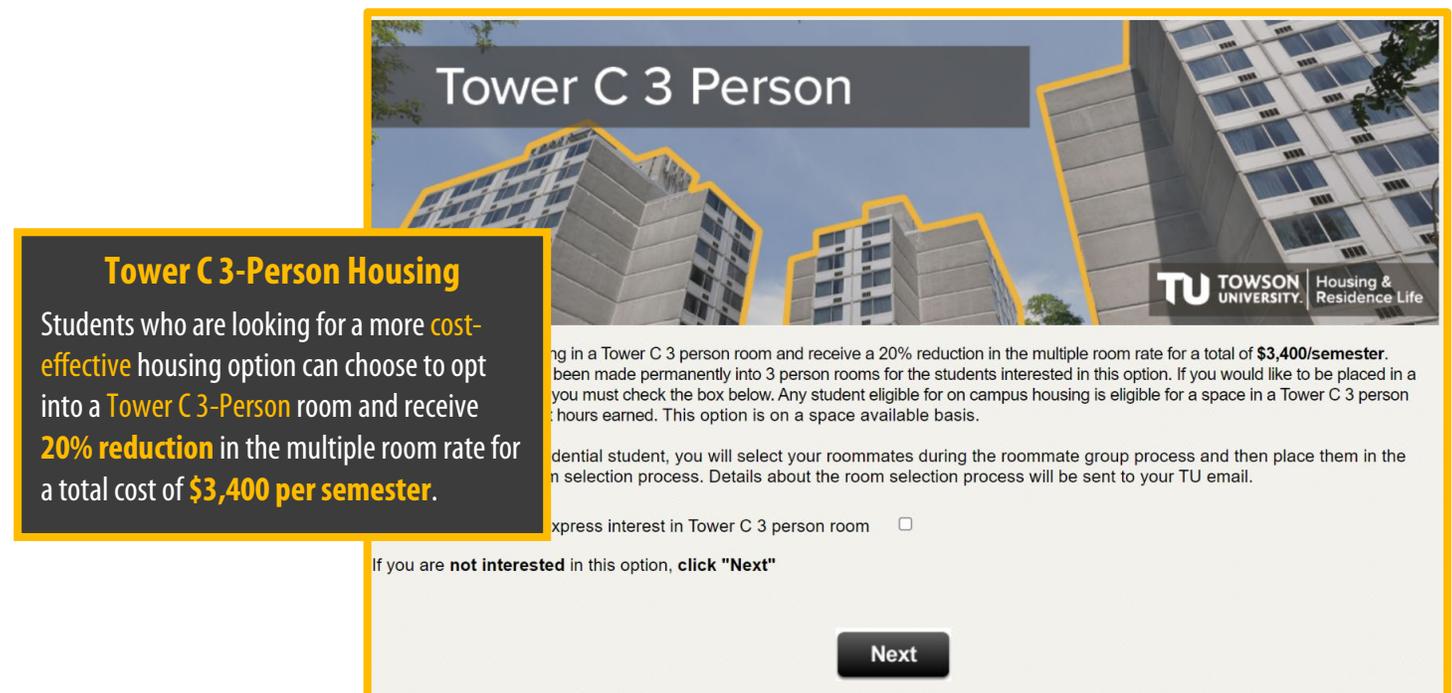
## Emergency Contact & Missing Persons Contact Information

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.

Students residing on-campus may identify a person the university will contact if the student is reported missing more than 24-hours. Towson University Police will determine, upon investigation, if the student has been missing for 24-hours. TU will contact the person designated if the student is determined to be missing.

*For students under the age of 18, Towson University is required to notify a parent or guardian no later than 24-hours after the time a student is determined to be missing. The entire policy statement is available on the [Resident Rules and Regulations webpage](#).*

## Tower C 3-Person Housing Option



**Tower C 3 Person**

**Tower C 3-Person Housing**

Students who are looking for a more **cost-effective** housing option can choose to opt into a **Tower C 3-Person** room and receive **20% reduction** in the multiple room rate for a total cost of **\$3,400 per semester**.

ing in a Tower C 3 person room and receive a 20% reduction in the multiple room rate for a total of **\$3,400/semester**. been made permanently into 3 person rooms for the students interested in this option. If you would like to be placed in a you must check the box below. Any student eligible for on campus housing is eligible for a space in a Tower C 3 person hours earned. This option is on a space available basis.

idential student, you will select your roommates during the roommate group process and then place them in the n selection process. Details about the room selection process will be sent to your TU email.

Express interest in Tower C 3 person room

If you are **not interested** in this option, click "Next"

## Gender Inclusive Housing Option



Thank you for your interest in Gender Inclusive Housing (GIH). Below is an overview of this housing option you need to know prior to making a commitment. Please read all information below, acknowledge, and submit this form your housing assignment will be completed based on Towson University's record of assignment.

### Gender Inclusive Housing

**Gender Inclusive Housing (GIH) is a voluntary housing option where students can be assigned to live in the same room with any other student regardless of sex assigned at birth, gender identity, gender expression, or sexual orientation.**

This housing option is available for students of any gender identity to live together in shared rooms or apartments. Students who select this housing option must submit this Gender Inclusive Housing Agreement in order to finalize their interest.

GIH is offered based on availability. Housing assignments are considered based on individual needs, preferences, and space availability. Unless roommate preferences are provided, students assigned within Gender Inclusive Housing will be assigned with another student selecting GIH.

GIH is located in a variety of buildings with a variety of price points. For a full break down of housing rates visit the [housing website](#). Completion of a Gender Inclusive Housing Agreement does not guarantee an assignment in a GIH room/apartment.

**Current Students must complete and submit this agreement by 5:00 p.m. on March 15. New students must complete and submit this agreement by 11:59 p.m. June 1.**

### Gender Inclusive Housing

Gender Inclusive Housing (GIH) is a voluntary housing option where students can be assigned to live in the same room with any other student regardless of sex assigned at birth, gender identity, gender expression, or sexual orientation. Students can select this housing option and complete the GIH agreement if interested.

## Housing Contract Cancellation Fee Schedule



### Housing Contract Cancellation Information

**Please read carefully before continuing on to the Housing Contract.**

Students who wish to be released from their [Housing Contract](#) prior to the first day of fall classes (the "Fall Pre-Term Period") but do not meet the criteria listed for cancellation set forth within the Housing Contract, may elect to pay a Fall Pre-Term Cancellation Fee and be released.

A Fall Pre-Term Cancellation Request Form must be completed and submitted by the student before the first day of Fall Classes. The applicable Pre-Term Cancellation Fee amount will be assessed in accordance with the following fee schedule:

Pre-Term Cancellation Fee Amount	Start Date	End Date
No Fee	When university housing contract is released	May 15 <sup>th</sup>
\$350	May 16 <sup>th</sup>	June 15 <sup>th</sup>
\$550	June 16 <sup>th</sup>	July 15 <sup>th</sup>
\$700	July 16 <sup>th</sup>	August 25 <sup>th</sup>

Students will need to acknowledge the Housing Pre-Term Contract Cancellation Fee Schedule before signing the contract. **The last date to cancel the housing contract with no Cancellation Fee is May 15<sup>th</sup>.**

## Housing Contract Acknowledgement

Please carefully review the Housing Contract as you are adhering to its terms and conditions. By electronically signing and acknowledging, you agree to all terms and conditions of the Housing Contract. A digital copy of the Housing Contract will be emailed to you upon completion of your application. Download the [2024-2025 Housing Contract \(PDF\)](#).

**Housing Contract**

TOWSON UNIVERSITY | Housing & Residence Life

Towson University  
Housing Contract – Includes Dining Services  
Academic Year 2024-2025

This Housing Contract ("Contract") is an agreement between Towson University (the "University") and you (also referred to as the "resident" or the "student") (and your parent or guardian if you are under 18 years of age). You are agreeing to pay for housing and dining services at the University. The University will provide you housing and dining services, subject to the terms and conditions of this Contract (including any cancellation rights retained by the University as set forth in this Contract). By signing this Contract, you agree as follows:

- 1. Term of Contract**
  - a. The term of this Contract is for the entire academic year stated above, which includes the FALL and SPRING semesters (or the balance thereof) (the "Term").
  - b. This Contract does not provide for housing during Minirester or during any breaks (except for students living in The Residence at 10 West Burke Avenue, Towson Run Apartments, Barnes Hall, and Marshall Hall, and Residence Tower who continue their residency during spring semester).
  - c. Housing is provided under this Contract from the beginning of check-in before the first day of classes each (fall and spring) semester through check-out within twenty-four hours after the resident's last final examination at the end of each semester, except for closures during vacation periods listed in the University Undergraduate Catalog. (Exceptions: Students assigned to The Residences at 10 West Burke Avenue, Towson Run, Barnes Hall, Marshall Hall, and Residence Tower should refer to their building guidelines for check-out deadlines.)
  - d. University may, in its sole discretion, declare that a campus emergency exists, and may require any or all residents to vacate University housing.
  - e. A resident is officially checked in when they accept their room/apartment keys from Department of Housing and Residence Life (the "Department") staff.
  - f. During breaks at the end of the fall and spring semesters, all students are required to vacate University housing before the time and date established by building closing and may not re-enter their buildings or rooms until break has ended.
  - g. Students must follow all check-in and check-out procedures established by the Department and return all keys to Department staff.
  - h. University will provide students in a timely manner with specific information regarding housing arrival dates, departure dates, closings, and breaks, including applicable deadlines and fees.
- 2. Meal Plans**
  - a. All residents are required to purchase one of the University's All Access meal plan options.
  - b. Notwithstanding the foregoing, meal plans are optional for residents in Barnes Hall, Marshall Hall, Towson Run Apartments, and The Residences at 10 West Burke Avenue assigned to units on floors 6-15 (residents on floors 2 through 5 are required to purchase an All Access meal plan).
  - c. Meal service dates and hours will generally coincide with University housing occupancy periods. Specific information regarding dates, hours, and locations during which meal service is available will be established by the University each semester and made available to students.
- 3. Eligibility**
  - a. To be eligible for University housing (at execution of this Contract and continuing throughout the Term), student is required to be a degree-seeking, admitted, and enrolled undergraduate University student carrying a minimum of 12 units per semester.
  - b. Resident's failure to carry the minimum number of course units at any time during the Term may constitute a breach under this Contract. Such a breach does not release resident from the financial responsibility for this Contract.
  - c. Resident must have proper academic and disciplinary standing, as determined by the University.
- 4. Housing Advance Payment**
  - a. All new incoming residential students shall make a non-refundable \$350 housing advance payment to reserve a space in University housing.
  - b. The housing advance payment is non-refundable, but will be utilized as a credit on the student's spring semester account if the student continues to live in University housing.
  - c. The housing advance payment shall be forfeited and non-refundable if this Contract is cancelled or terminated for any reason prior to the end of the Term of the Contract.
- 5. Assignments**
  - a. Student accept their initial housing assignments.
  - b. The University will attempt to accommodate students' requests as to specific building and roommate assignments; however, University does not guarantee that it will grant these requests and University's denial of a request does not void this Contract.
  - c. University will not consider room change requests during the first two weeks of each semester.
  - d. University may assign student to a "Fall Triple", i.e., a room for two students furnished for temporary occupancy by three students. Any resident who cannot be assigned to a regular space may be assigned to "overflow" housing, i.e., a temporary assignment until a permanent assignment is made.
  - e. Students residing in Living Learning Communities, alcohol free, or gender inclusive housing must maintain the requirements of the area or be subject to reassignment.
- 6. Housing Accommodations - Office of Accessibility and Disability Services**
  - a. Students requesting disability-related housing accommodations, including a service animal or emotional support animal, must register and submit appropriate documentation to the Office of Accessibility and Disability Services for consideration and approval. Students seeking disability-related

I am agreeing to the terms and conditions of this housing contract, and understand that I must comply with all contract terms and conditions, and with all university, residence hall, and housing and dining policies.

I Agree to the terms and conditions of this Contract.

TU ID #:

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

After you have reviewed the contract, you will need to electronically sign it by doing the following:

- Click the checkbox agreeing to the terms and conditions.
- Type your TU ID#

When you are done, click "I Agree"