

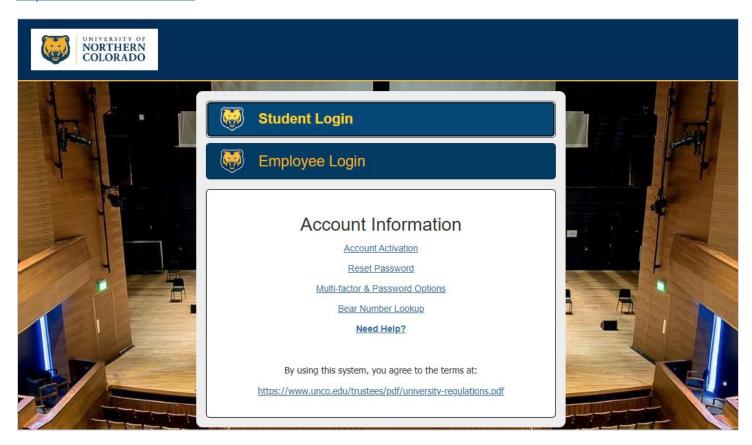
Housing & Residential Education

2025 Summer Extended Campus Housing Contract

Screenshots below show the steps students will take to apply for summer housing as an Extended Campus Student

User Login Page

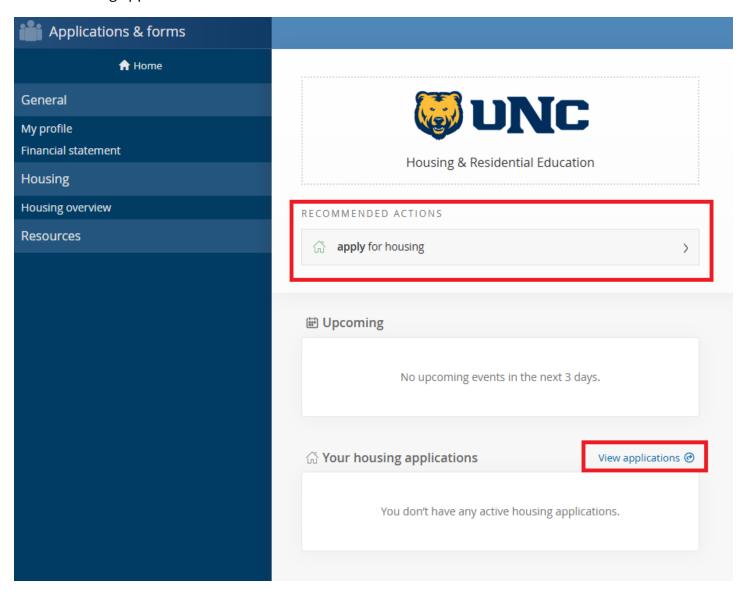
https://unco.erezlife.com/



- Single Sign On via Student Login
 - Note: If a user isn't in eRezLife, they should be the next day. (Timeline Notes: Slate Confirmation feeds to Banner 8:00PM, Banner feeds to ODS ~2:00 AM, eRezLife feed from UNC 4:30 AM eRezLife updates files 6:00 AM)
 - In practice, if a student confirms they're coming before 7:00 PM, they should be in the system the next day by 7:00 AM.

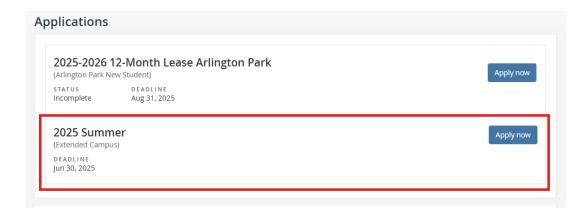
eRezLife Home Page

• Students can click View Applications in a few ways; the left nav, recommended actions, and your housing application sections.



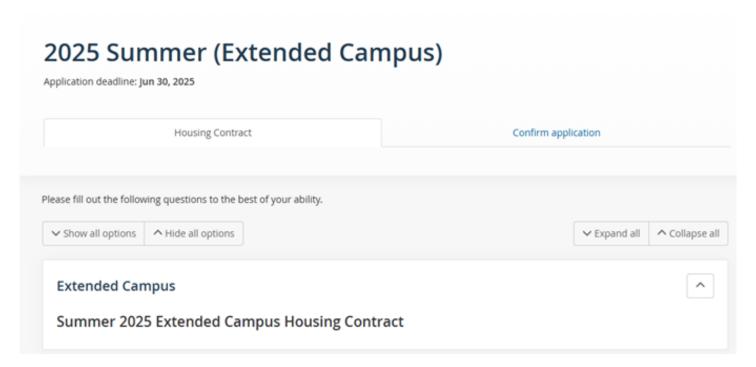
Application Selection

• Note: Multiple applications may exist, e.g., Residence Halls and Houses Academic Year 2025-2026, Arlington Park 2025-2026, Summer 2025, etc.

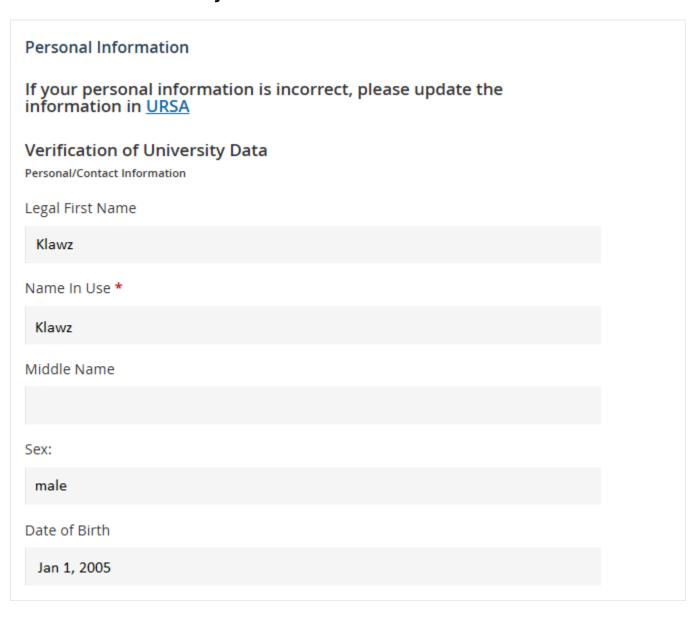


The Contract

• The contract students will engage with for the summer student housing is broken down into multiple subsections.



1. Verification of Personal Data in Ursa. This information is "Read Only" and cannot be edited by the student.



UNC Contact	
UNC BearMail Address *	
klaw1889@bears.unco.edu	
University Classification	
Freshman	

Home Address
Address:
2101 10th Ave
City:
Greeley
State:
СО
Zip Code:
80639
Home Phone
(970) 351-2721

2. Student Contact Information

- a. Personal information
 - i. used for safety reasons within housing.

All future communication from Housing and Residential Education will be sent to your UNC BearMail, please check this account regularly.

Student Contact Information

Student Mobile Phone Number:

(If you do not have a mobile phone, leave blank)

(970) 351-2721

Student Alternate e-mail address:

(Please do not list your Bear email address)

Put N/A if you do not have an alternate e-mail address. *

klawz.bear@gmail.com

b. Emergency contact information

i. This is typically a legal guardian or caregiver.

Emergency Contact
The information listed here will be the Emergency Contact who Housing and Residential Education will contact in the event of an emergency.
Emergency Contact Full Name: *
Susan Bear
Emergency Contact Relationship with Student: *
Mother
Emergency Contact Mobile Phone: *
970-351-2721
Emergency Contact Email Address:
(If they do not have an email address, please type NOT APPLICABLE.) *
susan.bear@gmail.com

c. Confidential Contact Information

- i. This is a new section we have included beginning this year.
- ii. This section has more text so students can understand the difference between an emergency and confidential contact.
- iii. Confidential contact does not need to be a family member but can be anyone the student chooses.

Confidential Contact Information

In addition to identifying a general emergency contact person listed in the student's housing contract, a student residing in on-campus housing has the option annually to confidentially identify a separate person to be contacted by UNC no later than 24-hours after the student is determined to be missing.

When the University of Northern Colorado (UNC) determines that a student who resides in on-campus housing is missing, UNC personnel will notify the UNC Police Department at (970) 351-2245 no later than 24-hours after the time the student is determined missing.

Students are not required to designate a separate individual for this purpose and if they choose not to do so then UNC will assume that they have chosen to treat their general emergency contact as their missing person contact.

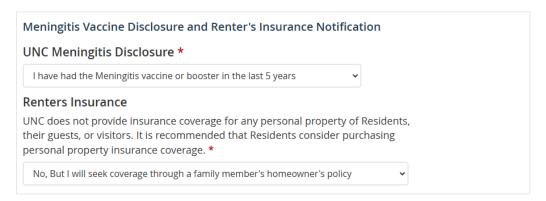
If the student is under 18 years of age and is not emancipated, the institution is required to notify a custodial parent or legal guardian no later than 24-hours after the time that the student is determined missing, in addition to notifying any additional contact person designated by the student.

A student's confidential missing person contact information will be accessible only by authorized campus officials and by law enforcement during the course of an investigation and will not be disclosed outside of a missing person investigation.

Confidential Contact Full Name:
Sally Bear
Confidential Contact Relationship with Student:
Sister
Confidential Contact Mobile Phone:
970-351-2721
Confidential Contact Email Address:
(If they do not have an email address, please type NOT APPLICABLE.)
sally.bear@gmail.com

3. Meningitis Vaccine and Renters Insurance

 We have put additional information regarding Renters Insurance to better clarify why we as students to disclose their plan for Renters Insurance.



4. Gender Inclusive Housing and Gender Identity (NEW)

- We are asking students to disclose their gender identity in 2 separate places on the housing contract.
 - i. This section will be used by the housing office to match students for assignments

Gender Inclusive Housing and Gender Identity Housing at UNC offers Gender Inclusive Housing to provide a living environment welcoming to all gender identities. Gender Inclusive Housing allows for students to live together in a University Housing environment in which they feel safe and supported, regardless of gender identity or sex assigned at birth. Students who are living at UNC beginning during fall term and who apply by contract deadlines are eligible to select their own roommates and have optimal choice in their roommate search. For example, if you identify as a woman, and want to find a roommate who identifies as a woman, you may do so. If you identify as transgender, you will be able to find a roommate without any restrictions based on your sex assigned at birth. What is Gender Inclusive Housing? Gender Inclusive Housing seeks to provide a living environment welcoming to all gender identities, not one limited by the traditional gender binary. Gender Inclusive Housing allows for students of any gender/non-gender to live together in a University Housing environment in which they feel safe and supported, regardless of gender identity or sex assigned at birth. Where is Gender Inclusive Housing? The vast majority of campus spaces can be Gender Inclusive Housing if all students in the roommate group or all students assigned in the room/suite/apartment want to live in a gender inclusive space. Exceptions to the Gender Inclusive Housing include the Women's community in Gordon Hall which accepts only students who identify as a Woman. Who Will See This Information? This information will only be accessible within the housing system and will not be shared with individuals outside of that system. In the Roommate Matching section of this contract, you'll be asked to specify the gender identity you'd like to share with potential roommates. Your answer to that question will be visible to other students participating in the RoomEz roommate matching process. What is your Gender Identity? (Select one) - select one -

These are the different options a student can choose for Gender Identity:

- ii. Agender
- iii. Genderqueer
- iv. Identity or identities not listed
- v. Man
- vi. Non-binary, gender fluid, gender non-conforming
- vii. Questioning or not sure
- viii. Trans Man
- ix. Trans Woman
- x. Transgender
- xi. Woman

What is your Gender Identity? (Select one)



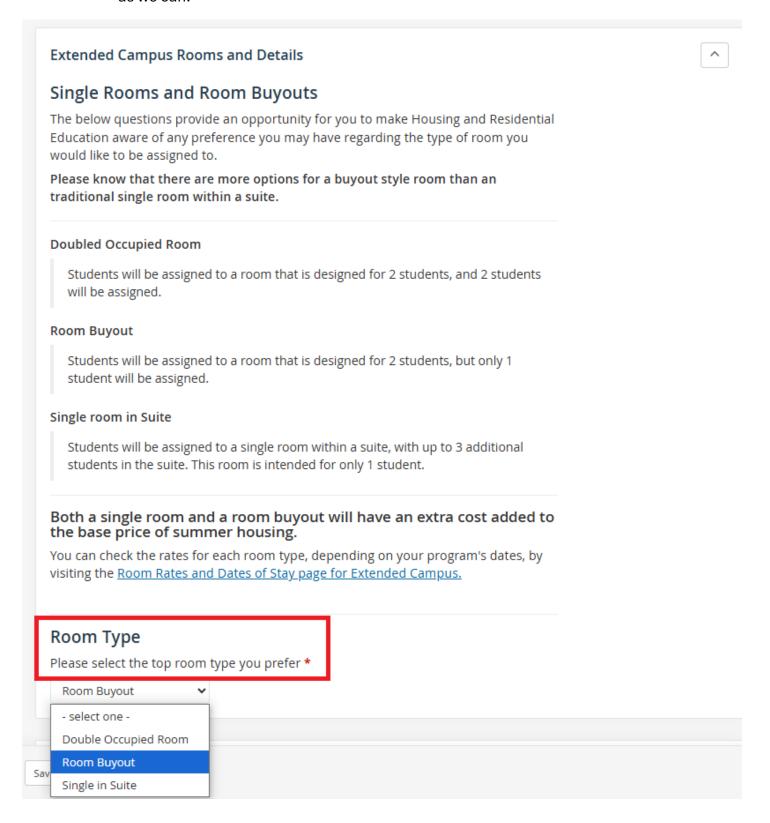
5. Self Disclosure for ADA needs in Housing

- a. If students answer yes to this question, they are provided information for the Disability Resource Center (DRC).
- b. All Housing Accommodations are approved through the DRC.

Accessible Housing Needs	^
UNC offers Americans with Disabilities Act (ADA) accessible housing. Housing & Residential Education works with UNC's Disability Resource Center (DRC)to provide these accommodations. This includes Support Animals that a student may want to bring to campus.	
Please note: This contract does not apply to academic/classroom related accommodations. If you need academic/classroom related accommodations, please visit the <u>Disability Resource Center</u> . Please right-click this link to open in a new tab/window	
Do you have a housing accommodation? *	
YesNo	
Yes – You must complete a DRC questionnaire and submit documentation to request housing accommodations. DRC staff will assist you to determine the required accommodations.	
Please visit the <u>Disability Resource Center</u> for more information on the Housing Accommodation process.	

6. Extended Campus Room Details

a. Students can choose between the different room types that exist within South Hall. This question is used as a preference, but it is a preference that we try to accommodate as best as we can.



7. Program Dates and Confirmations

- a. Instead of students needing to select the program they are coming to campus with, we are utilizing majors to associate applicants with set dates of stay.
- b. Students' majors are listed at the bottom of this section, and are prompted to reach out if they do not see their major, or their major is incorrect.
- c. If a program has not provided dates of stay, the missing information will show as "Coming Soon"

Program and Date Confirmation

Below are the programs offering summer intensives, along with their associated majors. Please confirm that your major—listed at the end of this section—is affiliated with the program you will be staying on campus with

If you do not see your major listed, please <u>email Housing</u> for us to correct our information.

ASL - English Interpretation

Major American Sign Lang Eng Interpr Dates of Stay June 16, 2025 - July 12, 2025

Teaching ASL

Major Teaching American Sign Lang

Dates of Stay June 16, 2025 - June 28, 2025

M.A. Dance Education

Major Dance Education

Dates of Stay Coming Soon

d. The bottom of the subsection will have the applicant's major

If you have questions regarding rates or dates of stay please refer to <u>Room Rates and Reservations for Extended Campus</u>

Listed Major

Teaching American Sign Lang

8. About Me (New Process)

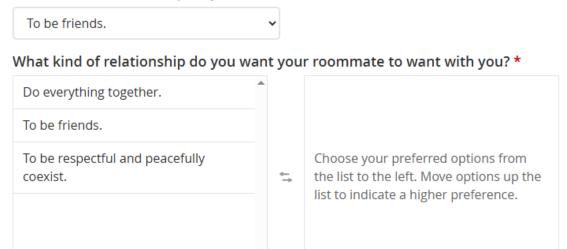
- a. This section is for students to share what they are looking for in a roommate and what a roommate can expect when living with them.
- b. This information is used in the Roomeez section of eRezLife.
- c. Students can search for compatible roommates based on information others choose to disclose in their Roomeez Profile from this portion of the contract, after their contract has been fully submitted.

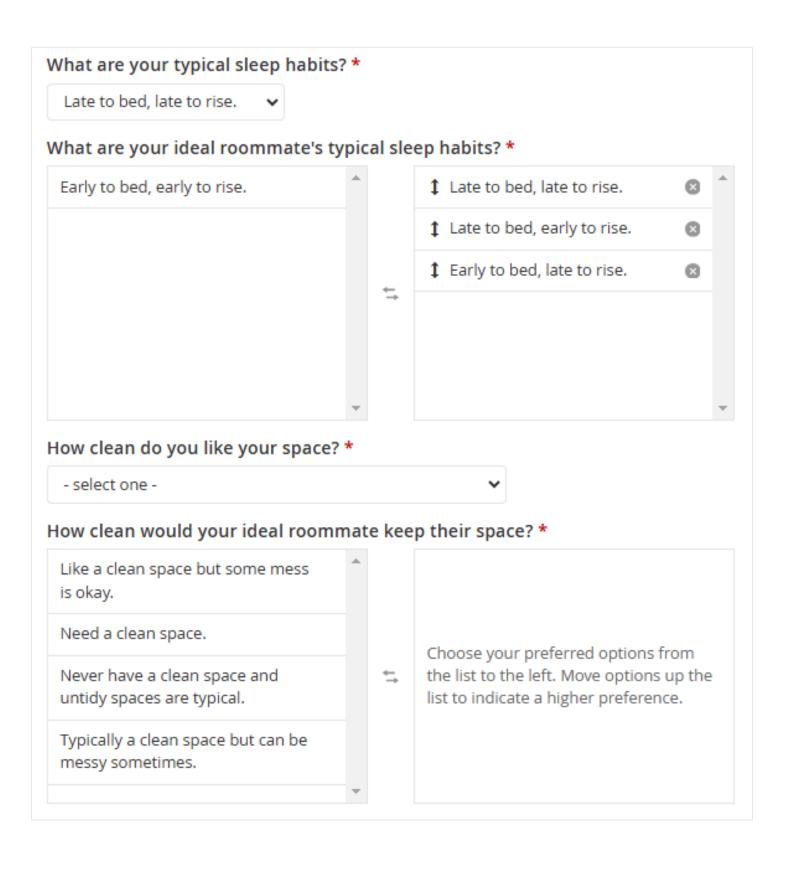
About Me (Roommate Matching, May be Shared with Potential Roommates)

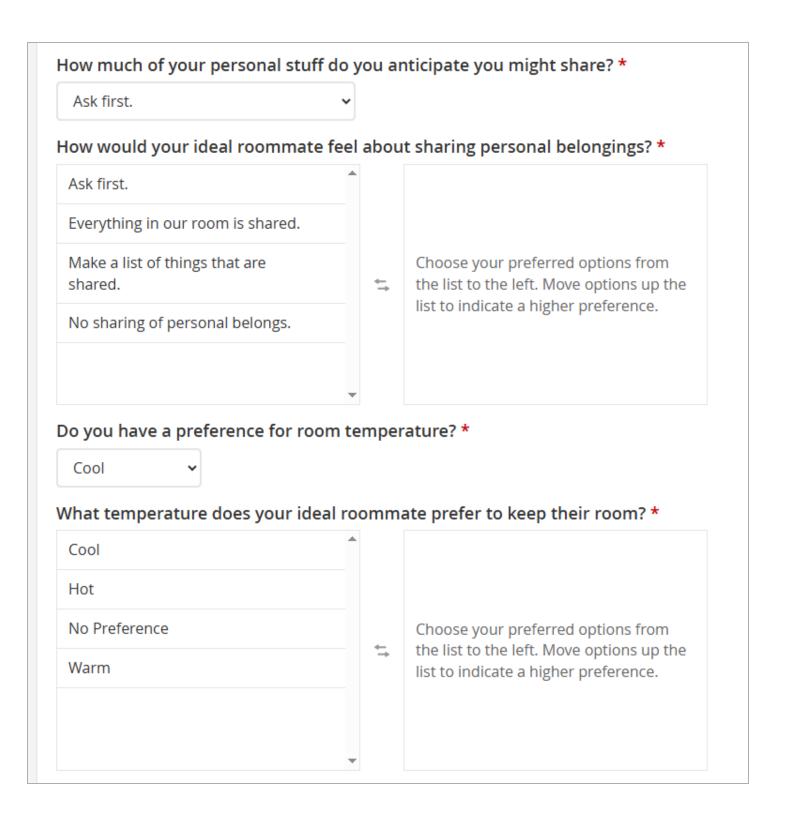
If you have a specific request for a roommate, you will have an opportunity to create a roommate pair or group after submitting your completed housing contract. You can do so by selecting 'Roommate Groups' from the left side menu. Your chosen roommate will also need to have submitted a housing contract for you to create a group with them.

If you are unsure who you would like to room with during your stay on campus, the housing office will utilize the preference questions below to match you with the most suitable roommate. We kindly ask that you take the time to answer the below questions as honestly as possible to help us create the best living situation for you.

What kind of relationship do you want in a roommate? *

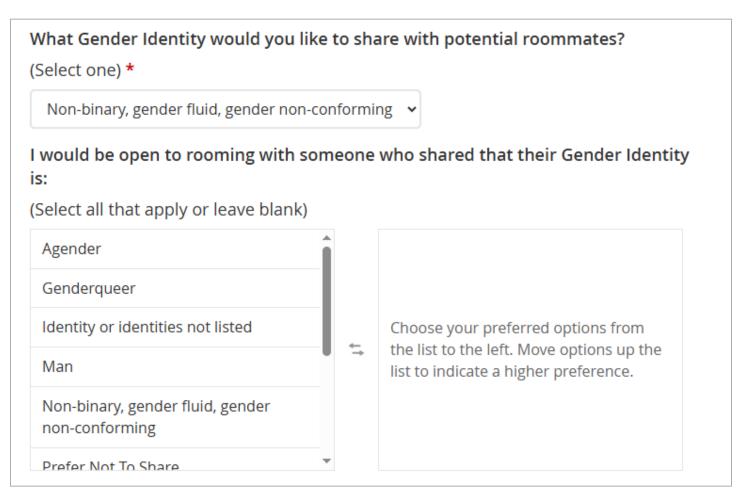


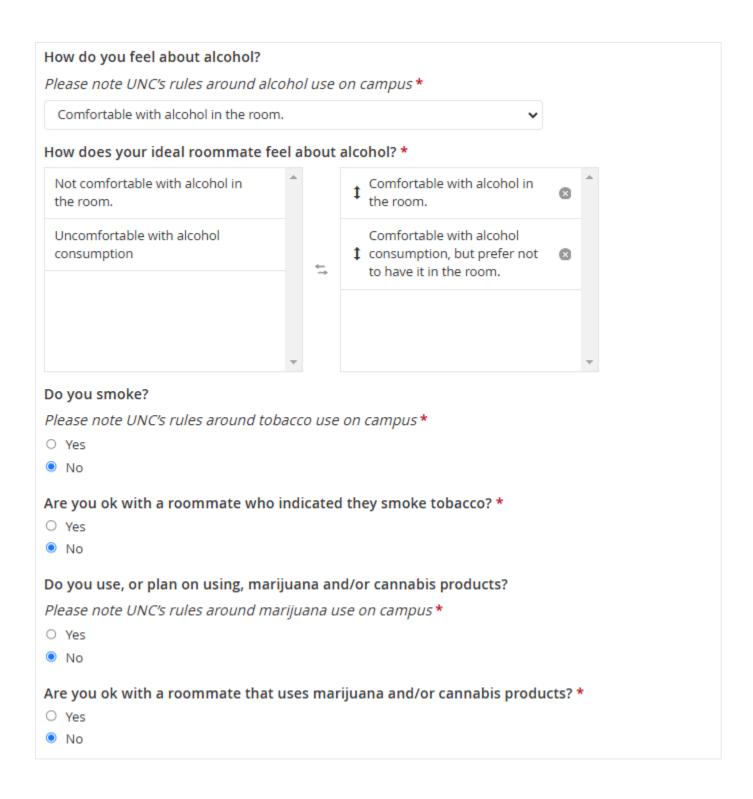




d. Gender Identity Public Disclosure

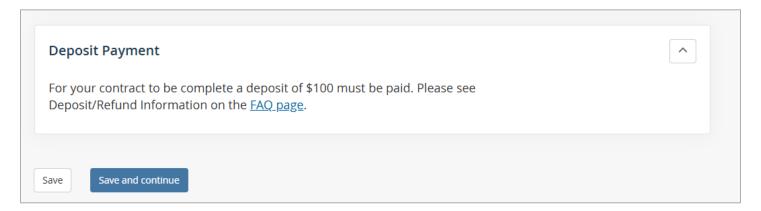
- i. This is the portion of the roommate matching information that we ask students what their Gender Identity is, and what Gender Identities they would be open to living with.
- ii. This information is populated onto their Resident Profile and can become a searchable feature within Roomeez.
- iii. This is where Gender Identity becomes information that is available to other students.





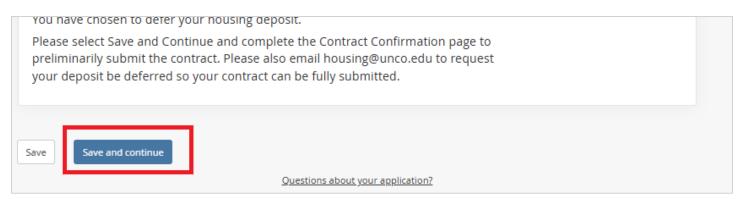
9. Deposit Payment Notification

a. This is a statement to inform students that their application will not be considered complete without the payment of a housing deposit.



10. Save and Continue

e. The final portion of the preference and personal information is to select Save and Continue.



Confirm Contract (Application)

Pay deposit with TouchNet

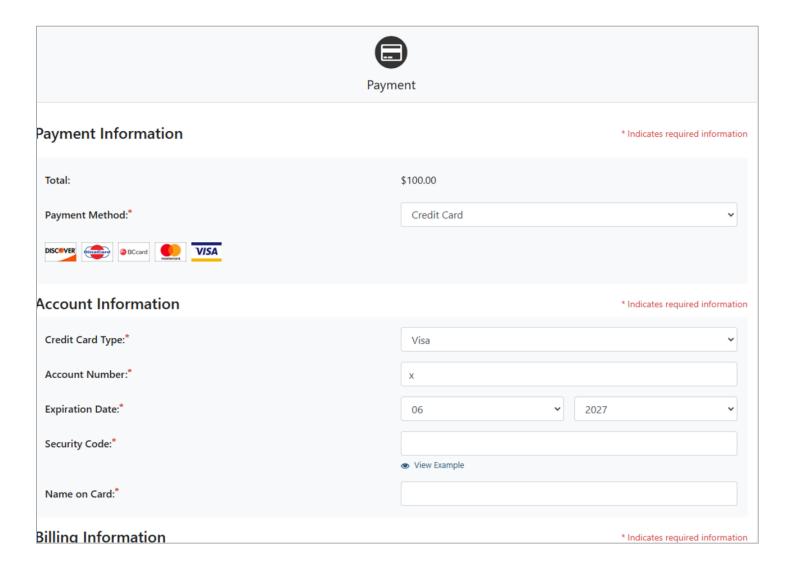
- Once the student has selected save and continue if all fields that are required are populated, it will direct the student to the next tab Confirm Application.
- Students must click both boxes shown below in order to move to the deposit portion of the contract.
- After the required boxes are clicked, students can select Pay deposit with TouchNet at the bottom of the screen.

Confirm application **Housing Application** Please review your application details before proceeding. Your application overview: · You are applying for Academic Year 2025-2026 residence · Your first choice for housing is Central > Snyder Hall Please check off the two items below indicating that you understand and agree with all statements. ☑ I have opened, read, understood, and agree to the enclosed terms & conditions file ☑ I declare all information I have disclosed throughout this application process is correct Before submitting your application, you must pay your deposit. You acknowledge the residence hall contract via the Housing Application you just completed. By clicking the "I agree" button you also acknowledge that you have now entered into a contract with UNC and that the residence halls contract is binding for the entire academic year and includes a meal plan. Residence hall contracts are issued for the full academic year and cancellations will not be accepted after the residence halls open, except for those students who decide not to attend UNC. If you click the "I Do Not Agree" button you will be returned to the My Home page, your contract will not be processed any further and you will not be able to assign yourself to a space. The questions you answered are your preferences only and are never guaranteed. This information will be used by our office to assist in the roommate-matching process; we will do our best to match you based on your preferences and availability. Please keep in mind this does not guarantee placement in a specific hall, RLC, Housing Option, or roommate request(s). Roommate and hall preference requests will be granted and assigned based on availability. All future communications will be sent to your UNC Bear e-mail account, please check this account regularly.

Questions about your application?

TouchNet Deposit

• The page that students are directed to once they select the pay option is shown below.



Name on Card:*	
Billing Information	* Indicates required information
Street Address 1:*	
Street Address 2:	
Street Address 3:	
Street Address 4:	
City:*	
State/Province:*	Colorado
Postal Code:*	
Country:*	Select a Country
Contact Information	* Indicates required information
Email:*	name@email.com
Mobile Phone:	(555) 555-5555
	Cancel

Confirm payment

You have chosen to pay \$100 via the Touchnet service.

Authorize?

Authorize

Cancel

eRezLife Confirmation

• After payment is processed, they system will direct students back to the eRezLife page with this confirmation, and an email will be sent to their UNC email address.

Thank you!

Your application has successfully been completed. Please keep your receipt id for your reference. A copy of this receipt was sent to Cbord.test1@bears.unco.edu.

Receipt #16

Submission Date*: Dec 3, 2024

* may change upon updating application details

TouchNet Receipt #: 20241203000005

Your next steps:

Refund Deadline Information: A full refund of \$100 will be granted if notice of cancellation is postmarked and mailed or time stamped and emailed from the Student's UNC Bear e-mail account to Housing & Residential Education or postmarked and mailed by April 30th. A \$50 refund will be granted and \$50 will be forfeited if notice of cancellation is postmarked and mailed or time-stamped and emailed to Housing & Residential Education by May 31. If your contract is canceled after the above-mentioned dates, your deposit will be forfeited. If you indicated that you will be paying your deposit now, please click the link below to be redirected to our payment processor.

Your application overview:

- You are applying for Academic Year 2025-2026 residence
- · Your first choice for housing is Central > Snyder Hall

To complete your application, read the enclosed contract below. Please check off the two items below indicating that you understand and agree with all statements.

- I have opened, read, understood, and agree to the enclosed terms & conditions file
- I declare all information I have disclosed throughout this application process is correct

You acknowledge the residence hall contract via the Housing Application you just completed. By clicking the "I agree" button you also acknowledge that you have now entered into a contract with UNC and that the residence halls contract is binding for the entire academic year and includes a meal plan. Residence hall contracts are issued for the full academic year and cancellations will not be accepted after the residence halls open, except for those students who decide not to attend UNC. If you click the "I Do Not Agree" button you will be returned to the My Home page, your contract will not be processed any further and you will not be able to assign yourself to a space. The questions you answered are your preferences only and are never guaranteed. This information will be used by our office to assist in the roommate-matching process; we will do our best to match you based on your preferences and availability. Please keep in mind this does not guarantee placement in a specific hall, RLC, Housing Option, or roommate request(s). Roommate and hall preference requests will be granted and assigned based on availability. All future communications will be sent to your UNC Bear e-mail account, please check this account regularly.

Questions about your application?