SCOPE:
This policy applies to the University of Richmond and all of its Affiliates. As used in this policy, the term “Affiliates” means organizations or entities in which the University owns a controlling interest or has the right to elect the majority of the entity’s governing board.

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POLICY STATEMENT:

STU-5003.1 – Policy Statement

The University of Richmond makes available on-campus housing and meal plan options for students who have permission to live on campus during one of the summer terms. In order for students to be granted permission to live on campus during the summer, students must be a Richmond degree-seeking student, or recent May graduate and engaged in a University-sponsored activity, typically limited to: summer school, faculty-mentored research, University-sponsored internships, certain types of student employment, or student-athletes who are participating in team-sponsored activities. Students granted permission to live on campus must enroll for summer housing for one or more terms. No alternate housing schedules will be permitted.

Because the summer season is a period in which facilities renovation and maintenance must typically be undertaken, determination will be made annually which University housing will be available to students during the summer. Similarly, due to maintenance needs and other factors, some University food venues
may be closed or operating for reduced hours during off-peak summer weeks. Rates for housing and meal plan options will be set and posted prior to the start of each summer term, and will be established in generally equivalent proportion to the school year rates.

Once summer term dates have been established by the Registrar, Residence Life & Housing and the Executive Director of Campus Business Services in collaboration with Facilities, and Events and Conferences will set the start and end dates for summer housing consistent with the Summer Terms.

**Housing:**
Housing selection for summer school, University summer employment, summer research, fellowship and non-fellowship interns must align with one of the following summer school terms: (a) 5 week I, (b) 6 week, (c) 8 week, (d) 5 week II, or the (e) 10 week (5 week I + 5 week II)

- a. The billing system will process a term charge associated with the stated term.
- b. The student must commit to the entire term.
- c. Refunds will not be provided for late arrivals or early departures (e.g. a student departs during the 7th week of the 8-week term). Students will pay for the entire designated summer term – no refunds for either food or housing will be provided for students arriving late or leaving prior to the end of term.
- d. Housing options and assignments will be determined based on the following student priority:
  - i. Research: first priority in the apartments, permitted to choose a residence hall room
  - ii. Internship: permitted to select apartments (if room is available after research assignments) or residence hall
  - iii. Student worker: residence hall only
  - iv. Summer school: residence hall only
  - v. Camps and Conference Student Managers: apartments only
  - vi. Other: residence hall only
  - vii. Student-Athlete Teams: Athletics will work with Residence Life & Housing directly to determine housing assignments for student-athletes who are on campus during the summer or during an early arrival period as part of a team experience
- e. If a student falls into more than one category, they will be offered housing options and payment plans based on the highest priority category for which the student is eligible:
  - • If a student is doing research and summer school, the prioritization for researcher apply
  - • If a student is doing an internship and summer school, the prioritization for internship apply
- f. Roommate requests will be accommodated to the extent possible provided all roommates are eligible for the requested assignment and all roommates meet the required application deadlines.
  - • A summer school student and researcher may live together in a residence hall, but not in an apartment.

In addition to housing during a summer school term, students with summer responsibilities may request an extended stay accommodation for (a) Senior Week (week prior to Commencement) and/or (b) Extended Stay 1 (the week after Commencement).
Senior Week

a. If approved, transitional students may continue to live, at no additional expense, in their spring term residence through Spring Commencement (Senior Week) unless the University deems a need of relocation is necessary.
   i. If a student does not have a valid “summer responsibility” and does not move out by the end of spring term deadline, Residence Life & Housing will enforce and charge student accordingly.

Extended Stay I

a. Students must submit the Extended Stay 1 Application by the deadline to request a transitional housing arrangements for the week following commencement. In order to be eligible for Extended Stay Housing, a student must be classified as one of the following and have a completed the Summer Housing Application:
   i. Registered Summer School Student
   ii. University Summer School Student Employee/Worker
   iii. University Research, Fellowship Interns, and Non-Fellowship Interns
   iv. Member of approved University group or organization (e.g. Athletic team, Graduation Committee)

b. Students with Extended Stay 1 housing will move to transitional housing for the Extended Stay 1 period (week following commencement) and will be charged the Extended Stay 1 weekly rate.

c. Students must commit to the weekly charge as there will be no refunds for early departure or late arrival. Students should expect limited dining options and an abbreviated dining schedule.

d. Students will move from transitional housing to assigned summer housing at the beginning of the summer term.

e. Based on the applications and housing summer term selection, Residence Life & Housing will facilitate matching opportunities to minimize disruption and cleaning redundancies.

Extended Stay 2

Students with transitional housing needs prior to the fall semester, Extended Stay 2, should contact Residence Life & Housing by July 15th

a. Students will be required to move to transitional housing at the end of the summer term.

b. Students will commit to the weekly charge and there will be no refunds for late arrivals or early departures. Students should expect limited dining options and an abbreviated dining schedule.

c. Students will move from transitional housing to their assigned fall semester housing prior to the beginning of the fall term.

Dining:

During established summer terms, minimum meal plan requirements exist based on the student’s housing assignment. Summer Term meal plans begin with breakfast the first day of classes and end following dinner on the final day of the Term.

Undergraduate students who are granted permission to remain on campus for Senior Week will have their meal plan extended at no additional charge. During this week, dining options are limited and hours abbreviated to accommodate reduced demand. Students may continue to access the Heilman Center when open via their meal plan if eligible or may use dining dollars at any operating retail locations. It is recommended that students planning to be in residence this week budget their dining dollars accordingly.
Undergraduate students housed during Extended Stay 1 and/or Extended Stay 2 will be on an established weekly Summer Flex meal plan to include dining dollars.

For more information about Summer Dining Options and Meal Plans, please refer to https://dining.richmond.edu/meal-plans/summer-meal-plans/index.html.

**POLICY BACKGROUND:**

This policy supersedes the summer housing policy dated 05/05/2014
This policy was reviewed by the deans of the five schools and President’s Cabinet before approval on 11/18/2019.

**POLICY CONTACTS:**

Director, Residence Life & Undergraduate Student Housing
Executive Director of Campus Business Services