

### Understanding Each Other: The Roommate Agreement

The roommate agreement is designed to assist you and your roommate negotiate your new living space. As you can see, the space really isn't that big. It is our expectation that you and your roommate (s) communicate honestly and authentically. Please keep in mind that West Chester University policies precede any guidelines that you establish for your room. Furthermore there is nothing in this agreement that can go against what the university states as acceptable behavior. During the Residence Life session at your Orientation we shared that it is your responsibility to read the Student Code of Conduct, The Guide to Residential Living and the Rams Eye View. These resources inform you of your rights and responsibilities. If you get stuck, staff is available to moderate the conversation and offer suggestion. Please keep us informed of how you are doing. We are here to help!

**Communication: We understand that addressing conflict can be challenging at times, but is necessary to maintain a healthy roommate relationship.**

How will we communicate if something is bothering us?	
Describe what that in-person conversation looks like.	
If an issue should arise, how soon after should a conversation take place?	
How do you expect to be approached about an issue?	

### Maintenance/Cleanliness of the Room/Suite/Apartment

Who will clean what parts of the room/suite/apartment? List each area, and who will be responsible for cleaning it.	
How do you plan to handle work orders that need to be submitted? (Whoever notices the issue first, side of room, etc.).	
How will cleaning supplies for the space be purchased and/or shared?	
Each resident is responsible for taking out their personal trash. If there is a shared trash can, how will the removal of the trash be handled? Within what time frame?	
How and in what time frame will I/we approach the person who is not following through on their responsibilities?	

### Use of Personal Belongings

What possessions are okay to share?	
What items are not okay to share? Be specific!	
If shared items are damaged or are in need of replacement, who will be financially responsible for the repair or replacement? How will that be determined?	
What items are okay for guests to use/not use?	

### Sleep and Study Times

What type of environment will be most conducive to studying for all roommates (quiet, music, TV on, guests over, door open, etc.)	
If one of us is sleeping, what activities are acceptable in the room?	
During the week, lights out by? Does lights out include TV/music/computers off?	
During the weekend, lights out by? Does lights out include TV/music/computers off?	

How will we work together to accommodate each other's sleeping & study habits? Be Specific!	
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**Guests/Visitors/Room Usage**

If your roommate does not want a guest to be in the room/suite/apartment or spend the night, then the guest may not do so. University policy states that a guest may not spend the night more than two nights in a seven day period. In addition, the rights of the roommate always supersede those of the guest. (Note: a guest is defined as anyone who does not reside in your current assigned space).

How will I/we go about gaining permission from my/your roommate (s) for guests to be permitted in the space? How much advanced notification is needed?	
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What will we do if guests want to visit when one of us is studying?	
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If one of you is away, can a guest use your bed or any of your belongings? If yes, what items can be used? Be specific!	
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**Personal Safety and Security**

Policy states that all room, suite, and apartment doors should be locked when the door is closed. With that being said...

What precautions will we take to ensure our room, each other, and our belongings are being kept safe?	
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How will we address one another if a policy violation/PA Law violation/crime occurs in our living space?	
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**Climate of the Space**

The agreed upon temperature range within the room/suite/apartment:	Fall: Winter: Spring:
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We will handle requests from other roommates to change the temperature by:	
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If the thermostat box is located in a specific room or above a specific roommate belongings, what arrangement will be made to accommodate other roommates requests?	
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**Anything Else! This space is to be used for additional items you would like to add to this agreement:**

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**Understanding and Agreement of the Roommate Agreement**

By signing this form, we agree to approach one another and deal with our concerns before getting Residence Life Staff involved. We understand that if any issues arise where Residence Life Staff is involved, this form will be utilized in the mediation. We also understand that all efforts will be used to solve the disagreements and that a room change is not always the answer and will/can not always be granted. (Please understand that for Affiliated properties a room change is rarely possible and includes a \$200 Room Change Fee)

Date	Printed Name	Signature

Signature of Staff that Assisted (If applicable) \_\_\_\_\_