

UVA LICENSE AGREEMENT OVERVIEW

-APPLICATIONS AVAILABLE ONLINE NOW. Applications are reviewed in the order in which they are received. www.uvasanmarcos.com

- **An Application Fee** of \$42.00 is required in order to apply for The University Village Apartments. The \$42 fee is due upon receipt of the application, and is a non-refundable fee.

UVA First Year and Transfer Student Timeline:

October 1st, 2012-March 15th, 2013: Priority UVA Application Period. UVA Applications will be reviewed based on the order and date they are received.

February 10th, 2013: UVA License Agreements become available to students who have applied.

Please Note: Students can still apply following March 16th, 2013. However priority will be given to applications received before March 16th, 2013. Applications will be reviewed in the order that they are received.

UVA Payments (Checks, Money Orders, Credit Cards only – No Cash)

- 1. Application Fee** of \$42.00 is required in order to apply for The University Village Apartments. The \$42 fee is due upon receipt of the application, and is a non-refundable fee.
- 2. Service Fee:** If student accepts occupancy and signs the housing License Agreement the \$500 Student Activity Fee is always due upon receipt of the housing license agreement. See page 6 for Termination Policies and Fee Schedule, as this fee is not 100% refundable.
- 3. First Installment:** The first license agreement installment is due July 1st, 2013. All other installments are due as outlined in the license agreement. Late fees will be assessed on all installments not received by the due date. Holds will be placed on the Students' account with the University for all payments more than 30 days late unless a payment extension is approved.
- 4. Financial Aid:** Students who have accepted their 2013-2014 Financial Aid Award are eligible to request a deferment of their installment payments once they have paid their Application Fee and Student Activity Fee. Please consult with the staff at the UVA Office (760-750-3711) for requirements.

Student Financial Responsibilities

Signed University Village Apartments License Agreements: Once a student submits a signed University Village Apartments License Agreement the student will be reserved a bed space. If a student elects **not to take occupancy** and instead requests a license agreement termination, the University Village Apartments, according to the schedule and circumstances below, **shall retain all of the Application fee, and will assess any applicable termination, late fees or installments due through the date the Student is notified by UVA that they have been released from their License Agreement.**

When you submit your University Village Apartments License Agreement, you agree to the Terms and Conditions of the License Agreement. This means that – just as in a lease off campus –you are **financially accountable** for this obligation. If your License Agreement termination request is not approved and you abandon your assigned bed space, you may be charged for the remaining term of your License Agreement and a hold placed on your student account with the campus.

UVA Student Payment Options:

Payment Options:	Description:
Option {A}	Full term payment due on or before July 1, 2013.
Option {B}	Two equal installments due on or before July 1, 2013 and January 1 st , 2014.
Option {C}	Five installments Payment Plan payable as follows: the first installment due on or before July 1 st , 2013, subsequent installments due September 1st 2013, November 1st, 2013, February 1st, 2014, and April 1 st , 2014. Please Note this requires signing a payment plan with the UVA Office at the time the license agreement is executed.

Requesting to Terminate a License Agreement (After Submitting It)

Students requesting to cancel a License Agreement must submit the Request for License Agreement Cancellation and any required supplemental documents to the UVA Office during regular business hours. **The License Agreement remains in effect until a termination request is approved by the Director in writing.**

Cancellation Fee: See table below for Cancellation Fees based on the date the Request for License Agreement Cancellation is approved. A **\$500.00 cancellation fee** is ordinarily charged to the Student if the University Village Apartments Office initiates cancellation due to Student’s failure to comply with any term or condition of the License Agreement.

Termination Fee Schedule:

Before March 15 th , 2013	If 2013-2014 termination request and supporting documentation is received by the office on or before March 15 th Licensee will be charged a \$100 termination fee.
March 16 th 2013 through May 2 nd , 2013	If termination request and supporting documentation is received by the office between March 16 th 2013, on or before May 2 nd , 2013, Licensee will be charged a \$250 termination fee.
May 3 rd , 2013 though June 30 th , 2013	If termination request and supporting documentation is received by the office between May 3 rd , 2013, on or before June 30 th , 2013 Licensee will be charged a \$500 termination fee.
July 1 st , 2013 through August 5 th , 2013	If termination request and supporting documentation is received by the office between July 1 st , 2013, on or before August 5 th , the Licensee will be charged the \$500 termination fee, and a \$250 late termination fee. The Licensee will also be charged for the first rental installment.
After August 6 th , 2013	If termination request and supporting documentation is received by the office after August 6 th , the Licensee will be charged the \$500 termination fee and a \$250 late termination fee. The Licensee will be charged for any first rental installments due during the leasing period. After August 6 th , Licensee must show documentation for termination request.