

Georgia Statewide Area Health Education Center (AHEC) Network Student Housing Agreement

As a part of your community based rotation, housing may be provided for you in one of the six Georgia Statewide Area Health Education Center (AHEC) Regions. Housing provisions will vary by location.

● I understand that once housing has been arranged and available it is my responsibility to follow through by communicating with the regional AHEC prior to arrival. I understand that any housing cancellation must be immediately communicated to the AHEC by me (the student) and no other person, including the clerkship coordinator. I understand that there is a **30 day cancellation policy for clerkships and a 45 day cancellation policy for selectives** for all AHEC housing. If I fail to cancel a housing reservation 30 days prior the start day of a rotation then I am subject to a **\$200 housing fine** and risk forfeiture of future use of AHEC housing and travel support. **Student Initials**_____

● I understand that I may have a roommate(s) assigned by the AHEC during all or part of my stay; one person apartments and/or private bedrooms are not available and no such requests can be honored. **Student Initials**_____

● I understand that no overnight guests are allowed, even if I am the only student staying in the apartment. I understand that only students assigned by the AHEC are allowed to stay in housing. I understand that the **first** violation of this rule may constitute automatic forfeiture of my stay in AHEC housing. **Student Initials**_____

● I understand no pets are allowed. I understand that the **first** violation of this rule may constitute automatic forfeiture of my stay in AHEC housing. **Student Initials**_____

● I will be considerate of my neighbors at all times and not create or allow any disturbance to their peace and quiet. **Student Initials**_____

● I will not duplicate keys or change locks during my occupancy and I will follow the appropriate instructions given for key return. I will keep the housing locked and secured at all times. If the AHEC housing has a lock box code, I agree to not give the code to anyone else. **Student Initials**_____

● I understand that the room in which I am assigned is the room in which I will inhabit for the duration of my rotation. I will not move rooms, regardless of the circumstances, unless the move has been approved by an AHEC employee. **Student Initials**_____

● I understand that the keys that I have been assigned, that correspond to the room that I have been assigned, are the only keys that I will use. Any other set of keys, to any other room in AHEC housing, will be kept in its designated spot for the appropriate student. **Student Initials**_____

● I understand that all AHEC housing is “smoke-free” and “drug-free”. Absolutely no smoking or drugs are allowed at any time. I understand that the **first** violation of this rule may constitute automatic forfeiture of my stay in AHEC housing. **Student Initials**_____

● I understand that the storage of firearms (and other lethal weapons) is not permitted and the **first** violation of this rule will constitute automatic forfeiture of my stay in the AHEC housing. **Student Initials**_____

● I understand that improper use of the internet (for example, illegal downloading of movies, etc.) in the AHEC housing will not be tolerated and the **first** violation of this rule may constitute automatic forfeiture of my stay in AHEC housing. I understand that I am not to change any passwords or security questions for the provided internet. **Student Initials**_____

● I understand that I will be charged a fee for removing, damaging or tampering with furnishings and contents of the room/apartment. The furniture is not to be re-arranged and no items are to be hung on the walls. **Student Initials**_____

- I will keep the housing neat and tidy during my occupancy. I understand it is my responsibility to take out my trash every week to the proper receptacle and return the trash cans to their proper place of storage. **Student Initials**_____
- I understand that the AHEC has the right to enter the housing without notice for inspection, repairs, inventory and/or cleaning. **Student Initials**_____
- I understand that it is my responsibility to contact the housing coordinator and/or the designated maintenance person should I become aware of any appliances, heat/air conditioning, or other problems with the apartment. **Student Initials**_____
- I understand that it is my responsibility to act responsibly and exhibit professional behavior at all times. This includes acting in a respectful manner and not disturbing the host or other students at the housing location. **Student Initials**_____
- I understand upon my departure, I will thoroughly clean my room/apartment. I will remove all food from the cabinets and refrigerator. I will empty all trash to the proper receptacle. I will return the thermostat to an acceptable level and make certain all appliances are turned off. I understand that if my apartment is left unclean I will be charged a cleaning fee. **Student Initials**_____
- I understand that any AHEC employee reserves the right to revoke my housing at any time for any behavior that is listed on this agreement or is not listed on this agreement but is still deemed inappropriate. **Student Initials**_____

I have read, understand, and agree to adhere to the AHEC Housing Agreement as well as the regional AHEC housing guidelines and rules provided at the individual housing location.

I understand that I will be financially responsible for any damage, loss of contents, excessive cleaning expenses, lock-out fees, or local services purchased by myself.

I understand that the AHEC will report any failure to adhere to the AHEC Housing Agreement and individual location guidelines and rules to my Clerkship Director, and the Associate Dean of Academic Affairs which may result in a hold on my academic records.

This agreement will be terminated on the last day of the course assignment in the AHEC community setting.

I have read and understand my responsibilities regarding AHEC housing and the consequences of cancelling my housing after the deadline.

Rotation Begin Date:_____ **Rotation End Date:**_____

Rotation Assignment:
(Preceptor and Location)_____

AHEC Area:
(Circle One) **Blue Ridge AHEC** **Foothills AHEC** **Magnolia Coastlands AHEC**
 SOWEGA AHEC **Three Rivers AHEC**

Student Name Printed

Student Signature

Date

