



Office of Housing and Residence Life
Gillian Student Union Suite 111
2039 John F. Kennedy Blvd, Jersey City, NJ 07305
201-200-2338
reslife@njcu.edu

Summer Internship Program Agreement

This document, when submitted to New Jersey City University with the appropriate signature(s) and documentation, is a request to use and occupy New Jersey City University residence hall accommodations during the Summer Term, which is available from May 22, 2022 – August 20, 2022. This is an AGREEMENT between the individual user (“Intern”) and New Jersey City University (“the University”). It entitles the intern to the use of assigned University housing only in such manner as set forth herein and in accordance with the regulations of the University. It does not constitute a lease or create a landlord-tenant relationship between the University and the Intern. The rights granted by the University to the Intern hereunder are for a revocable license for the purpose set forth herein only and not for an easement and not for a lease, and no action by Intern in reliance upon the granting of this license or by the University shall convert the revocable license granted by this license, by operation of law or otherwise, into an easement, a lease or an irrevocable license. This Agreement is effective as of the date of the University’s acceptance. The University’s acceptance occurs when the University’s authorized representative signs this document.

The University reserves the discretion to substitute equivalent lodging facilities in any campus housing building. If a substitution should occur, the University shall provide you with a notice in writing in advance.

Interns (occupants) are defined by the University as any visiting student/scholar from another institution of higher education. Occupant must be at least 18 years of age to reside in University owned residence halls.

1. Vaccinations

Interns who wish to reside on campus must provide documentation verifying proof of meningitis, COVID vaccination, payment and internship confirmation along with this agreement. Evidence of enrollment in an academic program or internship should be sent on company letterhead and signed by a Human Resources officer, hiring manager or supervisor.

Proof of vaccinations, internships, and payment can be sent via email to reslife@njcu.edu or mailed to Office of Housing and Residence Life, Gillian Student Union Suite 111 2039 John F. Kennedy Blvd, Jersey City, NJ 07305.

This documentation must be received by NJCU University within one week of the University’s receipt of a signed agreement form confirming acceptance.

2. Rates

Summer rates are based upon length of contract and room request option.

- Weekly Single Rate: \$368.00
- Weekly Double Rate: \$293.00



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A non-refundable \$50 fee is required to reserve a space in a residence hall. Your fee will be billed immediately after we receive your application and license agreement.

3. Facility License Fees

OCCUPANT - shall pay NJCU all fees by the dates set forth in agreement (Full payment due on signing one week prior to check in).

Housing payment can be paid via online or mail:

Online payments:

https://secure.touchnet.net/C21117_ustores/web/product_detail.jsp?PRODUCTID=469&SINGLESTORE=true

Mail in payments:

Check/Money Order made payable to: **New Jersey City University**

Memo: **Summer Housing NJCU**

Mailing Address:

**New Jersey City University
Office of Housing and Residence Life
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The fee amount is non-refundable, unless the Organization notifies NJCU of cancellation of this Agreement in writing by the Confirmation Date set forth. Failure to pay the balance due amount stated above in full will result in a late fee of 1.5% per month on the unpaid balance. This charge will continue to be added on to the original invoice amount on a monthly basis, until the invoice is PAID IN FULL. The Organization /guest agrees that to the extent that the University incurs collection expenses, including collection agency fees, legal expenses, court fees, etc. for enforcing its right to payments that are due, the guest shall reimburse the University for such expenses in addition to the overdue balance and late fee.

4. Weeks of Occupancy

The summer session encompasses 13 weeks beginning May 22, 2022 and concluding on August 20, 2022.

- Week 1: May 22, 2022 – May 28, 2022
- Week 2: May 29, 2022 – June 4, 2022
- Week 3: June 5, 2022 - June 11, 2022
- Week 4: June 12, 2022 - June 18, 2022
- Week 5: June 19, 2022 – June 25, 2022



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- Week 6: June 26, 2022 – July 2, 2022
- Week 7: July 3, 2022 – July 9, 2022
- Week 8: July 10, 2022- July 16, 2022
- Week 9: July 17, 2022 – July 30, 2022
- Week 10: July 31, 2022- August 6, 2022
- Week 11: August 7, 2022 – August 13, 2022
- Week 12: August 14, 2022 – August 20, 2022

5. Regulations and Restrictions

Room reservations will be done on a first-come, first-served basis. Interns will be notified via email of their summer housing assignment along with specific information regarding check-in dates/times.

6. Accommodations

Housing options can range from double or single occupancy suite-style settings. The West Campus Village Residence Hall is located within the campus and are within close proximity to NYC, and local Jersey City.

Rooms/suites include:

- Twin beds (extra-long mattress)
- Desk
- Desk chair
- Closet
- Dresser
- high-speed internet access (wireless)

Building Amenities include:

- Game room
- Free laundry service
- Gym
- Central air conditioning

7. Check In

Building Access: Interns will be issued an “ID access card” which will permit access to only the residential building to which they have been assigned. This card must be shown to the staff member in order to get into the assigned building.

At check in, intern will receive room access and building inventory form. Each occupant MUST sign an agreement to the terms of condition regarding housing. An inventory or room assessment form should be



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completed to verify the condition of the room and facility. It is expected that any issues be reported to Residence Life within 24 hours upon check in.

8. Cancellations

All housing cancellations must be sent via e-mail to reslife@njcu.edu two-weeks before your move-in date. Reminder: If you cancelling room following confirmation of assignment, the \$50 fee is non – refundable.

9. Failure to vacate space

If this Agreement is terminated, the intern must vacate the space on the effective date of termination. In the event that the intern does not vacate in accordance with this Agreement, the University has the right to repossess intern's room and to pack, remove and store all of Intern's furnishings and personal property, all at intern's expense. The University also has the right to change the lock of Intern's room and bill the Intern for the cost of the lock change. The University will not be responsible for Intern's furnishings and personal property.

10. Keys

Interns are assigned a key which grants them access to their assigned room. Under no circumstances are these keys to be loaned or given to anyone else. Making copies of issued keys is strictly prohibited. If an intern returns a key(s) that is a copy, they will be charged for a lock change (\$65/key). Upon check-out, all keys must be returned to ResLife. Failure to do so will result in a fee of \$65 being charged for lock & key replacement.

Replacement of a lost Gothic access card will cost \$25 to encode another access card. If you lose your access card, you must notify Residence Life or Public Safety immediately.

11. Contractual Obligations of the Organization/ Guest

Intern agrees to review and abide by all policies and regulations of the University that are or shall become effective during the duration of stay. These policies and regulations are included in the Student Handbook, which can be found online.

Compliance with NJCU policies agrees that all persons participating in the program (hereinafter the "Guests") will comply with the laws of United States, and the State of New Jersey, including the New Jersey Law against Discrimination, and with the policies of NJCU, when using NJCU facilities. The Organization acknowledges receipt of the following NJCU policies which are incorporated into this Agreement by reference:



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Alcohol & Substance Abuse Policy, Courtesy & Quiet Hours, No Smoking Policy, Safety and Security Policy, Sexual Harassment Policy, Visitation & Guest Policy, Code of Conduct, Missing Person Policy, and Service Animal Policy

Non-compliance may result in suspension or cancellation of this Agreement by NJCU.

12. Indemnification

The occupant agrees to indemnify, save and hold harmless NJCU and its directors, officers, employees, representatives or agents against any and all demands, claims, suits, losses, costs or damages arising out of claims of any nature, type or description in any way arising out of or in any way connected with this Agreement.

13. Contractual Rights of NJCU

Inspection Rights of (NJCU) the University reserves the right to inspect all facilities, buildings, etc. on campus utilized by the Organization including dormitories or residence halls, and to regulate use of them. Further, the University may enter any building or room at any time in case of emergency or to perform routine maintenance and make required repairs.

Waiver of Liability- NJCU shall accept no responsibility for theft or other loss of money, valuables, or personal effects of the Organization and Organization Guests. NJCU accepts no in loco parentis responsibility for Organization Guests who are under 18 years old.

Claims against NJCU are an instrumentality of the State of New Jersey and is self-insured. All claims against NJCU and/or the State of New Jersey arising under this Agreement or otherwise are governed by the N.J. Contractual Liability Act, N.J.S.A.59:13-1 et seq., and the N.J. Tort Claims Act, N.J.S.A.59:1-1 et seq.

Emergency Cancellation- NJCU reserves the right to cancel this Agreement in the event of an emergency which jeopardizes the health and safety of NJCU staff, or Organization Guests, or which renders the NJCU facilities unavailable. In the event of a cancellation pursuant to this paragraph prior to the visit start date stated above, all fees paid by the Organization will be refunded. If emergency cancellation occurs during the visit, (due to cause other than a breach of Section IV above by the Organization) a pro-rated portion of the fees may be refunded. NJCU has no liability to the Organization for compensatory or consequential damages which may result from emergency cancellation of this Agreement.



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