

**FONTBONNE UNIVERSITY**  
 Department of Residential Life  
 Email [reslife@fontbonne.edu](mailto:reslife@fontbonne.edu) • Fax (314)889-4565 • Phone (314)889-1411  
**Cotta Hall Housing Application Contract**

ID# \_\_\_\_\_  
 Date Rcd. \_\_\_\_\_  
 Amt. Rcd. \_\_\_\_\_  
 Standing # \_\_\_\_\_

**Student Name** \_\_\_\_\_  
Last Name First Name M.I.

**Home Address** \_\_\_\_\_  
Street City, State Zip Code Country

**Cell Phone** \_\_\_\_\_ **Home Phone** \_\_\_\_\_ **Female**  **Male**

**Email Address** \_\_\_\_\_ **Social Security or Passport Number** \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ To be eligible to live in university sponsored housing, an applicant must turn 18 years old by December 1 for the fall semester. To be eligible for the spring semester, an applicant must turn 18 by May 1. A parent's signature is required for any student under 18 years old.  
 This application contract is for both room and board for the entire academic year or for that part of the year remaining after the effective date of this housing application contract.

- Current Resident**                       **New Resident**  
 Junior earned credit hours \_\_\_\_\_                       Senior earned credit hours \_\_\_\_\_  
 Masters earned credit hours \_\_\_\_\_                       Transfer earned credit hours \_\_\_\_\_

**Preference - A separate contract must be filled out to move to Southwest or Medaille Hall.**

Cotta Hall      Apt. #                       Room A                       Room B

Roommate Preference: \_\_\_\_\_

Please complete the following:

1. Do you smoke?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	4. Do you mind if your roommate smokes?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. Are you an early riser?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	5. Do you listen to music while studying?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
3. Do you go to bed early?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	6. Would you prefer to live on a quiet floor?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Would you like to live with someone in your area of study?			Yes <input type="checkbox"/>	No <input type="checkbox"/>	Major: _____

**Griffin Bucks are available for Cotta Residents.**

**Roommate Preference:** \_\_\_\_\_

**COMMENCEMENT AND END DATE OF APPLICATION/CONTRACT:** The start and end date of this lease is determined by the student's academic program and entered into on the determined date of arrival. The term of this lease shall be either/or:

\_\_\_\_\_ 11-1/2 month lease for RMBA student  
initial here

\_\_\_\_\_ 11 month lease for Graduate/Non-traditional Undergraduate student  
initial here

**If neither option is selected, the 11-1/2 month lease will be in effect. This legal application contract and agreement is entered into between Fontbonne University and the undersigned student. This application contract is not transferable or assignable by the undersigned student.** It is by and between Fontbonne University whose address is 6800 Wydown Blvd., St. Louis, MO 63105 and the above listed student are jointly and severally responsible under this Lease. **Occupancy to begin for fall session on**

\_\_\_\_\_ month/date/yr. and end on June 30 or \_\_\_\_\_ month/date/yr with approval.

**Applicant initials** \_\_\_\_\_ **Date** \_\_\_\_\_ **Staff initials** \_\_\_\_\_ **Date** \_\_\_\_\_

*For office use only*                      **Please sign and return this application contract with the \$200.00 HOUSING DEPOSIT** to Fontbonne University, Department of Residential Life, 6800 Wydown Blvd., St. Louis, MO 63105  
 Cancellations must be in writing. No refund will be made for cancellations received after the June 1 deadline for fall semester or the December 1 deadline for spring semester. Refer to item #8 for application contract obligations for a release.

**Assignment:**      Cotta Hall  
 6701 San Bonita Ave. Apartment # \_\_\_\_\_                      St. Louis, MO 63105                      Phone \_\_\_\_\_

## FONTBONNE UNIVERSITY GRADUATE OFF CAMPUS HOUSING PACKET 2011-2012

### Dismissals, Suspensions, or Felony/Misdemeanor Information

Have you ever been convicted of or plead guilty to a crime including, but not limited to, a felony or misdemeanor, or are any criminal charges now pending against you?  No  Yes If yes, please specify the nature and circumstances of the offense including the date it occurred, the name and location of the court, and sentence imposed on a separate piece of paper. Applicants who have been convicted of or plead guilty to a misdemeanor or felony may be required to go through an interview process and background check before being admitted to a Residence Hall. Associate V.P. of Student Affairs will make all final decisions regarding admission to the Residence Hall and may impose conditions on the student's admission.

Have you ever been suspended or dismissed from any school, university or college? \_\_\_No \_\_\_Yes

Have you ever been suspended, dismissed or otherwise required to leave campus housing? \_\_\_No \_\_\_Yes

Are you currently involved in or are you the subject of any disciplinary investigation by any school, university or college that could result in suspension or dismissal from the institution or from campus housing? \_\_\_No \_\_\_Yes

If your answer to one or more of the questions above is "yes," then for each such suspension, dismissal or pending investigation, please describe: the nature of the situation, including the events leading to the suspension, dismissal or pending investigation; the name of the institution at which the situation occurred or at which an investigation is currently pending; and the date of the suspension, dismissal or pending investigation. Applicants who have been suspended or dismissed from an institution, required to leave campus housing, or who are currently involved in or are the subject of a disciplinary investigation, may be required to participate in an interview process and consent to a disciplinary record check before being admitted to a Residence Hall. The Associate V.P. for Student Affairs will make all final decisions regarding admission to a Residence Hall and may impose conditions on the student's housing admission.

**ADA Statement** If a student is requesting accommodations under the American Disability Act in the residence halls, the student has an obligation to inform the Department of Residential Life of the nature of his/her disability and the need for accommodation in a timely manner. The student has an obligation to provide appropriate and verifiable documentation of the disability, if necessary.

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**Application Contract Terms and Conditions** This legal application contract is entered into between Fontbonne University and the undersigned student. This application contract is not transferable or assignable by the undersigned student. A new application contract will be signed each academic year for 11 or 11 ½ month lease. Separate application must be made for the summer session.

The University agrees under the terms of this application contract to provide a space in one of the rooms in an apartment. The student agrees to pay the rent in accordance with the schedule of fees, which has been published for the current year. The University reserves the right to increase rates for the apartment, and other service options at anytime during the term of this contract upon giving 45 days written notice to the student. **ALL UNIVERSITY SPONSORED FACILITIES ARE SMOKE-FREE ENVIRONMENTS.** The University reserves the right to deny a resident housing during such breaks as Thanksgiving, Christmas, Spring and Easter, or any other break as designated by the University if the resident poses a problem to the interest of order, health, discipline or general well-being of others in the residential community.

1. The student shall be responsible for payment of the full amount of the charges for the entire contractual period, unless the student cancels by the appropriate deadline and meets contractual guidelines for release as defined in item 9 of application/contract. **Failure to occupy an assigned apartment or call the Department of Residential Life after the application contract is in force does not constitute cancellation of this application/contract.** When a reservation has been made and an application contract signed for an upcoming year, cancellations can be made before the specified deadlines with no penalty, except for first time applicants. **Cancellations after July 1 for the fall semester will result in forfeiture of the security deposit for all applicants. For first time applicants choosing not to accept a housing assignment prior to July 1 for the fall semester or prior to December 1 for the spring semester, the security deposit will be refunded, less a twenty-five dollar (\$25.00 US) processing fee.**
2. Student agrees to pay the University, eleven (11) payments beginning in September or 11 ½ payments beginning in August, in monthly installments in advance of or **on the first day of the month.** Payment should be made directly to Fontbonne University Business Office.
3. The student agrees to pay the one time security deposit. The deposit may be refundable when the student moves out of the apartment less any damages and outstanding financial obligations to the University. The deposit may be carried forward to a residence hall application/contractual lease agreement for the following summer session or academic school year.
4. **Housing Assignment:** No housing assignment will be made until a signed application contract form, and the current security deposit are received by the Department of Residential Life. If apartment space is unavailable, the student making application will be assigned to a traditional residence hall and placed on the apartment waiting list. Reasonable consideration will be given to the student's preferences for accommodations, and roommate(s). However, the application contract is for space in University housing and not for a particular accommodation, room or roommate. The student's failure to claim his/her room may result in reassignment of the student's room, or may relieve the University of its obligation to provide a room for the student in University housing. The student must claim his/her assigned room before 5:00 p.m. on the first day of classes for any given semester. The student claims his/her room by checking into the room in person, or by notifying the Department of Residential Life that his/her arrival will be delayed. The student's failure to claim his/her assigned room could result in reassignment.
5. The University agrees to furnish each apartment with basic furniture, such as, but not necessarily, a desk, chair, bed, mattress, and drawer space, kitchen appliances and living room furniture. Students are responsible for keeping their apartment, furnishings, and fixtures clean and in good condition. The student agrees to submit a complete inventory form indicating the condition of the room, its fixtures and furnishings to the Department of Residential Life within three (3) days after check-in. Failure to submit this form within the time specified shall constitute conclusive proof of acceptance by the student of the apartment and its fixtures and furnishings as being in good condition. Upon checkout, the student will pay for missing furniture, repair of any damages beyond normal wear and tear to restore the room, apartment, and/or furnishings to the condition noted on the inventory form. The cost charged to the student will be the University's cost of the items replaced and / or materials used plus fifteen percent (15) and University's cost for labor.

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If a contractor other than the University makes the repair, the student shall pay the full cost thereof. Unless it can be otherwise conclusively determined, all students assigned to an apartment unit will be responsible for an equal share of liability.

6. The University reserves the right to make apartment assignments. If a student is on the apartment wait list, he or she will be assigned, as space becomes available. All apartments will house two occupants. The University also reserves the right to move a student whose behavior is judged to be detrimental to the quality of the living environment. A move because of disciplinary sanctions may occur until the last day of each semester.
7. The University agrees to provide each building with the basic utilities consisting of heat, cooling, hot and cold water, electricity, telephone services, cable television, and internet access. Temporary interruption of such services shall not constitute grounds for cancellation of the contract or a partial refund of the apartment charges.
8. The current security deposit will be refunded to the student for the following reasons:
  - A. Upon completion of the application/ contract term (subject to the provisions of this contract).
  - B. The University is unable to assign a room to a student due to lack of space.
  - C. University non-acceptance; admittance to a academic program is not granted by the University during any term of the contractual agreement, provided the student notifies the Department of Residential Life, in writing, of their non-acceptance by the University within seven (7) days of the date their notice of non-acceptance was received.
  - D. Official withdrawal from the University
  - E. The University, in its sole discretion, determines to release the student from his or her obligations under the application contract (described below).
9. During the contractual period, the student can be released, in the University's sole discretion, from the application contract at semester break for the following reasons:
  - A. Official withdrawal from the University
  - B. Graduation
  - C. Dismissal from University sponsored housing or University
  - D. Failure to make payments to the University when due.
  - E. If fire or other casualty makes the room/apartment uninhabitable.
  - F. Marriage
10. The University reserves the right to cancel the application contract if the University determines, in its sole discretion, that the continued residency of the student may pose a problem to the interest of safety, order, health, discipline, environment or general well-being of other members of the residence hall community.
11. Official withdrawal from a University sponsored apartment during the semester will result in no refund of the apartment rent. The security deposit will be refunded less any outstanding financial obligations to the University.
12. **USE OF APARTMENT AND OBLIGATION TO COMPLY WITH RULES AND REGULATIONS:**

The University sponsored housing premises shall be occupied solely for residential purposes by the student and those other student(s) specifically assigned to the premises. The student shall not commit, nor permit others to commit, any unlawful act in or about the University sponsored housing premises. The student shall not permit the University. The student shall not use the University sponsored housing premises for any purpose or in any manner which may increase the University's insurance rates. The student shall not keep, nor permit to be kept, any flammable fluids or explosives in or about the University sponsored housing premises. The student shall not use, nor permit others to use, the University sponsored housing premises for any purpose or in any manner, which will tend to damage the University sponsored housing premises, reputation or property. The student shall not use, or permit others to use, the common hallways, stairways, landings, or other common areas as playing or congregating places; no personal property of any kind shall be allowed to remain thereon or thereabout. The student shall not use the exterior of the University sponsored housing premises, including windows, etc. to hang, air dry, or have clothing, bedding, covers, or similar items; nor shall any supports therefore be installed. The student shall not extend or attach any item or article through or upon any window, opening or exterior thereof, without the prior written consent of University sponsored housing. The student shall not alter, change, effect or install any locks or locking devices in or about University sponsored housing premises without the prior written consent of the University. The student shall use only small nails for hanging items on walls. No holes shall be punched or bored into walls, ceiling or floors, and no screws, large nails, hooks or hangers (whether adhesive or non-adhesive) shall be inserted into or affixed onto walls, ceilings or floors without the prior written consent of the University. Concordia Seminary has the right to regulate vehicle parking on the above property and to require the registration of all vehicles.
13. **PET POLICY:** Lessee shall not keep any domestic or wild pet or animal in, on, or about the Leased Premises. Violation of this provision shall be deemed to be a material violation and may result in the termination of tenancy.
14. Fontbonne University students must also comply with all rules and regulations set by the University. The University prohibits the illegal possession, use, or transfer of any controlled substance as defined in the statutes of Missouri. The possession or storage of any firearm or deadly weapon is prohibited. Tampering with any life/fire safety equipment is also prohibited.
15. The student agrees to abide by all of the laws and the housing and University rules as published in the [Student Handbook](#), [Residence Life Guidelines and Policies](#) and the [Off Campus Residence Handbook](#), (which are incorporated herein by this reference) as they are now stated and as they may be duly adopted or revised and distributed by the University to students during the term of this contract.
16. The student accepts responsibility for and is held liable for the conditions of accommodations assigned and shall reimburse the University for all damages done within or to said accommodations. The student accepts full responsibility for the conduct of his/her guest.
17. The student agrees to follow the prescribed checkout procedure, before vacating the apartment. The checkout procedures are:
  - A. Making an appointment in advance with Residential Life staff so as to be sure that a staff member will be present when the resident is ready to leave. This is the student's responsibility.
  - B. Clean the apartment/room. The student is responsible for leaving his/her apartment/room in a clean condition. Failure to do so will result in a cleaning charge being assessed.
  - C. Turn in the room/building key.
  - D. Have the apartment inspected by a Residential Life staff member.

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- E. Sign the room condition form. Failure to complete this checkout procedure fully by the published time deadline will result in forfeiture of the Resident Hall security deposit and cause the imposing of late checkout fines.
18. The University reserves the right to designate a representative to enter an apartment and student room for purposes including, but not limited to: maintenance; health and safety inspections; to insure personal health, safety and security of hall residents; or to enforce University procedures when there is reasonable cause to believe that rules are being violated. An attempt will be made to notify the student in advance of all inspections except routine maintenance. Residents are advised that, as a routine procedure, student apartment/rooms are entered over vacation periods for maintenance, safety and health inspection(s).
  19. Items or personal belongings which are left in the University sponsored housing after the end of the contractual period will be considered abandoned and may be removed or disposed of. When items are removed, charges may be assessed.
  20. The University accepts no responsibility for losses of or damages to resident's property. The student is responsible for acquiring or extending family insurance to cover their personal belongings if such coverage is desired.
  21. The student agrees not to loan out his/her apartment/building key or to have his/her apartment/building key copied. Students found with illegal keys will be fined one hundred dollars (\$100.00 US) and the cost of a lock change. Students agree to practice responsible and cautious safety procedures. Students agree not to prop interior and exterior entrance doors open. Any student caught doing so will be assessed a one hundred dollar (\$100.00 US) fine. Students will be assessed a one hundred dollar (\$100.00 US) fine if apartment or building key is loaned out to non-residents.
  22. **COMMON AREA DAMAGE:** At the end of the semester, each student will be assessed for unclaimed vandalism that occurs on his/her floor. The repair or replacement cost of the vandalism will be divided among each apartment unit. If vandalism occurs in a common lounge area, all students residing in that hall will be assessed a portion of the repair or replacement cost. To avoid having to pay this cost at the end of the semester, students will need to take pride in the appearance of his/her floor and develop a watchful eye. Reports of vandalism should be made promptly to the Office of Residential Life.
  23. The student shall not use any item or instrument, musical or otherwise, to create loud or unusual noises which carry outside the University sponsored housing premises and which unreasonably interfere with other students' right of quiet enjoyment of the University sponsored housing premises. The student shall not annoy, obstruct or interfere with the peaceful occupancy of other students of the apartment community, or of inhabitants of the neighborhood; nor affect anyone's property or effects thereabout. Students who engage in disruptive or dangerous behavior, including but not limited to excessive noise or interfering with another student's ability to sleep, study or live will be subject to disciplinary actions including dismissal from University sponsored housing. In addition to other discipline, students may be required to remove stereos and other musical instruments or equipment that causes the disruptive noise.
  24. The Resident Student must be registered as a full-time graduate or undergraduate, as defined in the University catalog, to qualify for University sponsored housing. Exceptions may be made at the discretion of the Department of Residential Life.
  25. Smoking is prohibited in all University sponsored housing. If a student (and/or guest) smokes in the university sponsored housing, they will be fined and may be subject to additional disciplinary sanctions.

**Should any clause or portion of this application contract be held invalid, the other portions will be considered in force.**

*This housing application contract must be signed to be valid. By signing this housing application contract, I agree to occupy the accommodations provided by the University for the designated term. I certify that I have given true and complete information in response to each question and category of information requested on this housing application contract. I understand that if Fontbonne University ever finds that I have falsified or omitted any information in my responses, it may result in disciplinary action, including but not limited to suspension or dismissal from campus housing.*

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**Print Full Name**

**Cell Number**

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**Signature**

**Date**

**Fontbonne University does not discriminate on the basis of race, color, gender, religion, age, gender orientation, national or ethnic origin, or disability in the administration of its educational, admission, and housing policies; scholarship and loan programs; and athletic or other school programs.**

### **GRADUATE STUDENT HOUSING INFORMATION**

**Cotta Hall** is Fontbonne University's off campus housing for graduate students; situated approximately one (1) mile from the main campus. Each apartment has two bedrooms set up for double occupancy (same gender). The cost is \$575.00 per month for Bedroom A and \$550.00 per month for Bedroom B with an **11-1/2 month lease for our RMBA students**, and **11 month lease for our graduate students**. The start date of the Cotta Hall contract is determined by the student's academic program. There are **no family** accommodations available. ***These apartments fill quickly so apply as soon as possible.***

#### **The following items are included in the housing cost:**

- Room furniture
- Internet connection
- Shower curtain
- Cable television
- Local phone service
- Rent
- Utilities (gas & electric)
- Laundry facilities located in lower level

#### **Items you will need to purchase after your arrival:**

- Sheets, blankets, pillows, towels and washcloths
- Alarm clock
- Basket/bucket for shower and personal toiletries
- Kitchenware, cookware, plates & utensils
- Television

INTERNATIONAL STUDENTS: Bedding, pillows, blankets and towels, are furnished for only the first two (2) weeks after your arrival to the university.

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#### **FONTBONNE UNIVERSITY IS A SMOKE FREE CAMPUS. ALL HOUSING ACCOMMODATIONS ARE SMOKE FREE.**

A completed, signed housing application contract returned to our office will signify your desire to be placed in a Fontbonne sponsored housing facility, and secure your agreement with Fontbonne University. Final housing assignments will be given to you when you arrive at Fontbonne University. Priority placement is given to new applications with a paid deposit received before May 1. Apartment cancellations must be received in writing by JULY 1. ***No refunds will be made for cancellations after this date.*** Please use your full name and ID number when canceling. There is a \$1,000.00 (US) charge for staying in the apartment after the end of the contract. **Finally, please remember that if you sign a lease agreement to live in university housing, you must live in the housing for one full academic year. You will NOT be allowed to break the lease at mid-semester (December).**

#### **Screening and Immunization Requirements**

ALL FIRST TIME international students and residents must have the following screening and immunizations to live in Fontbonne sponsored housing.

- **Tuberculin Screening tests (PPD) received outside of the United States will not be accepted.** ***All incoming international students*** (residents of Fontbonne University and non residents) must provide evidence that they are free of TB with a screening within the first (1) month after classes start at Fontbonne University.
- **Meningococcal vaccine** for Meningitis **can be received** at home before your arrival in the United States.
- **Mumps** -Childhood combination of mumps, measles, rubella (MMR) is acceptable. Can be received at home.

**Resident students must provide screening and inoculation documentation with a physician's signature to the Residential Life office upon arrival.** Arrangements can be made to receive the tuberculosis after your arrival at Fontbonne University.

All essential housing information and forms are available on the Fontbonne University website <http://www.fontbonne.edu/studentlife/oncampus/residentialliving/> then download an application. You may reach the Residential Life office by email [reslife@fontbonne.edu](mailto:reslife@fontbonne.edu) for any questions.

**FONTBONNE UNIVERSITY GRADUATE OFF CAMPUS HOUSING PACKET 2011-2012  
RESIDENTIAL STUDENT HEALTH MEDICAL INFORMATION**

NAME \_\_\_\_\_ ID# \_\_\_\_\_ Semester/Year \_\_\_\_\_  
*Please print*

**SCREENING AND IMMUNIZATION REQUIREMENTS**

**ALL FIRST TIME resident and international students must have the following screening and immunizations. If you fail to satisfy this requirement you will not be able to check in to university housing.** All resident students must have a completed medical history form. This will become part of a confidential record while at Fontbonne University and will be kept in their personal health folder.

**REQUIRED IMMUNIZATIONS**

- **Tuberculin Screening must be no older than six (6) months prior to moving into university housing. Screening tests received outside of the United States will not be accepted.**
- **Meningococcal vaccine** for meningitis, good for 5-10 years
- **Mumps is required;** Childhood combination of Mumps, Measles, Rubella (MMR) is acceptable.

**INTERNATIONAL STUDENTS: Tuberculosis screening tests received out of the United States will not be accepted.** Incoming international students must provide evidence that they are free of tuberculosis with a screening. International resident students must adhere to the requirements above to include mumps and meningitis immunization records.

**All resident students: If our office is notified that a resident student has a positive tuberculosis screening,** additional medical attention is required. This additional medical attention is necessary and requires a chest x-ray. It is the resident student's responsibility to provide the university with written documentation that this x-ray and follow up medical attention has been received.

The following are recommended immunizations but not required: Hepatitis A and B, Tetanus/Diphtheria (TD), and varicella (chicken pox).

All resident students are required to attach a copy of the Immunization documentation from a clinic or physician's office to this form and turn it into the Residential Life office by **AUGUST 1 for fall semester residents; JANUARY 1 for spring semester residents.** For questions, email [reslife@fontbonne.edu](mailto:reslife@fontbonne.edu)

Please complete and return this form with the photo copy of insurance card and Immunization documentation either by email [reslife@fontbonne.edu](mailto:reslife@fontbonne.edu) , fax 314-889-4565 or by mail to:

Fontbonne University  
Department of Residential Life  
6800 Wydown Blvd.  
St. Louis, MO 63105

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**RESIDENTIAL STUDENT HEALTH MEDICAL INFORMATION**

Name \_\_\_\_\_ ID or SSN# \_\_\_\_\_

Home Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Marital Status: S M D W

Present Age \_\_\_\_\_ D.O.B. \_\_\_\_\_ Place of Birth \_\_\_\_\_

Parent, Guardian, or Other Name \_\_\_\_\_

Full Address (if different from above) \_\_\_\_\_  
\_\_\_\_\_

Cell or Business Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Physician's Name and Phone Number \_\_\_\_\_

**INSURANCE INFORMATION**

Are you covered by hospitalization insurance? (Check the age limit for dependents on your policy) Yes  No

If yes, name of insurance company \_\_\_\_\_

**Attach a photo copy of the insurance card**

Name of subscriber \_\_\_\_\_ Policy Number \_\_\_\_\_

**MEDICAL HISTORY**

Are you allergic to any medication? Yes  No  If yes, please list. \_\_\_\_\_  
\_\_\_\_\_

Please list any medication or special forms of therapy you need regularly or any additional information that may be helpful for your medical well-being. \_\_\_\_\_  
\_\_\_\_\_

Are you currently being treated for any condition? Yes  No  If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_

Describe any serious illness, injury, or operation you have had, give the nature of the condition, date, hospital name and location. Are there any persistent after effects? \_\_\_\_\_  
\_\_\_\_\_

**OPERATIVE PERMIT**

The law requires that parental permission be obtained for operative procedures on minors. The following consent form should be signed by the parent or guardian of the minor so that in the event of an emergency, medical procedures may be promptly carried out, and so that no unnecessary delays will occur with less urgent operative procedures. **However, no operation other than minor office procedures will be performed, except in cases of extreme emergency, without the parent or guardian being contacted and fully informed.**

I give permission for such operative procedures as may be deemed necessary for my son/daughter/ward.

Signature \_\_\_\_\_ Relationship \_\_\_\_\_ Date \_\_\_\_\_

**Credit Card Authorization Form**

I authorize Fontbonne University to use the following Credit Card for a security deposit for my application to live in university sponsored housing. I understand I will not receive a housing assignment until the security deposit is paid.

Name of applicant (if different from cardholder): \_\_\_\_\_

Program enrolling in: \_\_\_\_\_

This deposit is for the \$200.00 Housing Deposit.

Name of credit card cardholder: \_\_\_\_\_

Type of Credit Card:  MasterCard     Visa     Discover

Credit Card number: \_\_\_\_\_

Credit Card Expiration Date: \_\_\_\_\_

Signature of Credit card cardholder: \_\_\_\_\_

Date: \_\_\_\_\_

I further authorize Fontbonne University to use the above Credit Card to refund the housing deposit when I terminate my housing residency. I understand that should there be damages or other monetary obligations to Fontbonne University, I may not receive the full refund.

Signature of Credit card cardholder: \_\_\_\_\_

Date: \_\_\_\_\_