**ROOMMATE AGREEMENT FORM**

Communication is the single-most important factor in building good relationships with your roommate(s). By working with each other, this roommate agreement will help you and your roommate(s), with the assistance of your Resident Assistant (RA) or Community Manager

Be honest with yourself and your roommate(s) now, so issues can be addressed **before** they arise.

(CM), begin the process of discussing issues that This is a helpful process to go through whether living on-

have often been found to be sources of conflict. Many campus now, or off-campus later in life. Each member roommates will assume they know how someone feels, of a particular room, suite, or apartment will complete which could potentially be different from the truth. Once a copy of this form during a group meeting with your a potential conflict is identified, it can be resolved throughRA/CM. Be aware that if a roommate change occurs, open communication before a major problem develops. you and your new roommate(s) will develop a new Your RA is here to help guide the conversations in the agreement. Remember to keep a copy to refer back as

beginning and if a problem does arise. needed.

Remember:

**Communication is the key!**

**For most questions, you may check all boxes that best fit your response.**

**General Information**

Building

Room Number(s)/

Letters

This section is for all to input any important information you feel your other roommates may want to know about you, or feel they should know. This is to help make sure you feel comfortable in your space. Topics to consider are dietary restrictions, religious practices, how you may identify, if you have a significant other, etc. Your RA will also be taking time throughout the semester to get to know you, but this will help spark conversations!

Name/Preferred Name Pronouns Preferred Method of Contact

RA/CM

Contact

**Cleanliness:** How do you personally define cleanliness? How can we work together to define cleanliness as roommates?

Define Neat & Clean -

Our shared space will be:

Neat

Messy

In between

We will clean:

Daily

Weekly

Monthly

As needed

When we clean, we will:

Do our laundry

Wash dishes after using them

Take out the trash

Vacuum/dust

Put away any personal

items in shared space

Other/additional

General cleaning supplies will be purchased:

On a rotation basis

With the cost split

each time

Other/additional:

**Use of Space:** What resources will you use to support your academic success? How can your roommate(s) support your academic success?

Define Privacy -

Study time(s) in the space will be:

9 am - Noon

Noon - 5 pm

5 pm - 10 pm

10 pm - Midnight

Midnight - 9 am

Other/additional

Guests of the same sex are allowed to visit without prior notice and permission only during the following times:

9 am - Noon

Noon - 5 pm

5 pm - 10 pm

10 pm - Midnight

Midnight - 9 am

Never. Always get permission first.

Other/additional:

Study atmosphere in the space will be:

Silent

Low Music

Low TV Volume

No distractions

Anything goes

Other/additional:

Guests of the opposite sex can visit:

Only with permission

Same times as guests of the same sex Different times as guests of the same sex

Room/Apt. Temperature will be set at:

Silent

Low Music

Low TV Volume

No distractions

Anything goes

Other/additional:

If different for opposite sex visits, mark those times here:

9 am - Noon

Noon - 5 pm

5 pm - 10 pm

10 pm - Midnight

Midnight - 9 am

Other/additional:

**Time of Day Routine** (write names in and any additional information):

I like to stay up late:

I like to wake up early:

I am an afternoon/early evening person:

Roommates can use each other’s:

|  |  |
| --- | --- |
| 9 am - Noon | TV/Stereo |
|  |
| Noon - 5 pm | Computer |
|  |
| 5 pm - 10 pm | Clothes |
|  |
|  | Other Items: |
|  |  |
|  |  |

|  |  |
| --- | --- |
| ...without asking | Clarify differences: |
| ...only after asking first |  |
| ...only if immediately returned as is |  |
|  |  |

Guests in our space are allowed to:

Sit on/use each other’s beds

Sit on/use each other’s furniture

Eat other’s food

Sleeping time(s) in the space will be:

9 am - Noon

Noon - 5 pm

5 pm - 10 pm

10 pm - Midnight

Midnight - 9 am

Other/additional

Use other’s personal belongings

Use other’s computer

While other(s) are sleeping in the space, it is okay to:

|  |  |  |  |
| --- | --- | --- | --- |
| Make noise |  |  | Keep desk lamp on (if applicable) |
| Listen to music |  |  | Watch TV |
|  |  |
| Keep overhead light on (if applicable) |  |  | Use hair dryer |
|  |  |
| Have guests over |  |  | Other/additional: |
|  |  |
| Use microwave/appliances |  |  |  |
|  |  |  |
|  |  |  |  |

**Personal Habits:** What are your personal values and beliefs? How do they contribute to your well-being?

Define Support -

Define Quiet -

Define Offensive Language -

The main door should remain:

Locked at all times

Unlocked when one of us is in the room Other/additional

If leaving for a weekend/period of time we will: How will we request private time in the room?

|  |  |
| --- | --- |
| Notify each other |  |
| Not Notify each other |  |
| Other/additional | How far ahead of time? |

\*Please note that each roommate’s actions must stay within the published student code of conduct and must maintain a safe environment for everyone. Your RA/CM can assist you in understanding the policies.

I’m under 21

I am 21+, but choose not to drink

I prefer drinking to not take place in our space

I am 21+, and plan to drink in the space

I am 21+, and would like to drink with others of my age in the space

Other/Additional

**Communication Plan:** How have you solved conflict in the past? How will that shape your conflict mediation style with your roommates?

Define Conflict -

Define Civility -

|  |  |
| --- | --- |
| Preferred means of communication with roommate(s) during conflict: |  |
|  | Speaking face-to-face |  | Mediation with a staff member RA/CM |
|  |  |
|  | Communicating over email/facebook |  | Other/Additional |
|  |  |
|  |  |
|  | Communicating via text message |  |  |
|  |  |  |
|  |  |  |
|  |  |  |  |
|  |  |  |
| If one of us is bothered by the action of the other, we should: |  |
|  | Keep it to ourselves |  | Not post it on social media sites |
|  |  |
|  | Immediately voice our concerns by talking |  | Not gossip to others about it first |
|  |  |
|  |  |
|  | Consult RA/CM |  | Other/Additional |
|  |  |
|  |  |
|  |  |  |  |
|  |  |
|  |  |  |  |
| If we hear gossip/negative talk about the other(s), we agree to: |  |
|  | Confront person sharing the gossip |  | Consult RA/CM |
|  |  |
|  | Inform Roommate |  | Other/Additional |
|  |  |
|  |  |
|  |  |  |  |
|  |  |
|  |  |  |  |
| Food or drink consumed that is not ours. will be: |  |
|  | Replaced within three days |  | Not replaced (what’s mine is yours) |
|  |  |
|  | Replaced within a week |  | Other/Additional |
|  |  |
|  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**We would like to**

Only revisit/revise this agreement form if one of the roommates wants to at a later date

Set a date now to revisit (and revise if needed) this agreement form (Put date in “2nd Meeting Date” box on page 1 of this form) \*Note: The RA/CM may revisit this agreement with roommates as needed during the year

I am entering into a good-faith agreement with my roommate(s) to make the most of our living arrangements this year. As issues arise I promise to first communicate openly with my roommate. This form is only a starting point for open communication. As needed, we will refer back to this form and seek counsel of the RA/CM.

**This form should be printed and signed by each roommate.**

**A copy should be kept by each roommate and the RA/CM.**

Roommate Printed Name Roommate Signature

RA/CM Signature:

Date:

***In approximately two months, your RA/CM may want to revisit this agreement with you and your roommate(s) to see if any updates need to be made.***