

# University Housing and Residence Life Roommate Agreement

Adams, Bell, Foundation, Napier, Sanford, Parkhurst, Wells

The following are suggested guidelines for reaching an agreement on how life will be in your room. Discuss your preferences and write up your agreement in the spaces provided below. There are some areas that will require you to consult with your suite-mates. General civility and respect is expected in all living environments. Agreements will be kept on file with your hall staff and can be referenced at any time. If you would like to make updates to your agreement you may fill out a new form or contact your Community Advisor for assistance.

## **Room Information**

Hall: [Choose an item.](#)

Room #: [Click or tap here to enter text.](#)

## **Roommate Information**

Roommate 1: [Click or tap here to enter text.](#)

Roommate 2: [Click or tap here to enter text.](#)

## **Suitemate Information**

Suitemate 1: [Click or tap here to enter text.](#)

Suitemate 2: [Click or tap here to enter text.](#)

## **Expectation Regarding Communication**

How will we communicate with each other?

☐ In Person

☐ Text

☐ Other, specified below

[Click or tap here to enter text.](#)

How will we communicate with each other when there is an issue or concern in the room?

☐ In Person

☐ Text

☐ Other, specified below

[Click or tap here to enter text.](#)

## **Expectation Regarding Studying and Sleeping**

Determine what type of activities are acceptable when someone is trying to study or sleep in the room.

Specific hours for types of activities may also be set. Agreements made must comply with hall quiet hours.

When someone is studying, what type of activity is allowed in the room (electronic devices, tv, stereo, use of headphones, etc.)?

[Click or tap here to enter text.](#)

When someone is sleeping, what type of activity is allowed in the room (electronic devices, tv, stereo, use of headphones, etc.)?

[Click or tap here to enter text.](#)

How will we communicate if someone is being too loud?

[Click or tap here to enter text.](#)

## **Expectations Regarding Room Temperature**

What temperature will the room be kept? (suite mates need to be consulted on this matter)

Click or tap here to enter text.

If the thermostat is not in your room, what is the agreed upon method to change the thermostat? (suite mates need to be consulted on this matter)

Click or tap here to enter text.

## **Expectations Regarding Cleaning**

Students are always expected to keep their living area in a clean and habitable state. Consider using the template below to create a cleaning schedule.

What is your definition of clean?

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

How often will we clean our respective sides of the room (each roommate will specify their frequency)?

Roommate 1 Frequency: Click or tap here to enter text.

Roommate 2 Frequency: Click or tap here to enter text.

How often will the trash be taken out (daily, twice a week, weekly, other) and who is responsible for taking out the trash?

Click or tap here to enter text.

How often will the bathroom (including toilet, shower, floors, mirrors and vanity) be cleaned (daily, twice a week, weekly, other) and who will be responsible for each task? (suite mates need to be consulted on this matter)

Cleaning Frequency: Click or tap here to enter text.

Roommate 1 Responsibilities: Click or tap here to enter text.

Roommate 2 Responsibilities: Click or tap here to enter text.

Suite mate 1 Responsibilities: Click or tap here to enter text.

Suite mate 2 Responsibilities: Click or tap here to enter text.

General cleaning supplies will be purchased:

☐ Always individually

☐ On a rotating basis

☐ With the cost split each time

☐ Other, specified below

Click or tap here to enter text.

Additional agreements about cleaning:

Click or tap here to enter text.

## **Expectations Regarding Guests/Visitors**

The guest policy for Housing and Residence Life can be found here:

<https://www.gcsu.edu/housing/community-expectations>

All residents of the room must agree before a guest is allowed to visit/stay in the room. Anytime an unwanted guest is present, the student may contact the staff member on duty for assistance.

How far in advance would you like to be asked/notified of guests staying overnight?

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

Guests are allowed under the following terms.

Click or tap here to enter text.

## **Expectations Regarding Sharing**

Below you will have the opportunity to designate items you are okay sharing, items that need to be requested to use, and items that are off limits. Items may include but are not limited to: food, electronics, clothes, kitchen items, dishes, toiletries, common supplies, etc.)

I am ok sharing the following items without being asked:

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

Please ask before using the following items:

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

I am not ok sharing the following items:

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

What shared belongings do we have?

Click or tap here to enter text.

Agreement made with suitemates about sharing items.

Click or tap here to enter text.

When can suitemates enter each other's spaces?

Click or tap here to enter text.

How will we communicate if our sharing decisions have changed?

Click or tap here to enter text.

## **Conflict Management Plan**

Even the best roommates disagree on certain issues, and you may not have been able to plan for such conflict. Don't wait until the problem grows out of proportion to discuss it. Work together to draft a plan.

If conflict arises in our room or suite, we agree to:  
Click or tap here to enter text.

### **Signatures**

We have discussed the listed topics and have come to an agreement which will be altered only if we choose to fill out and sign a new form. We understand the staff will keep a copy of this form and will refer to it if issues occur. By adding my name I agree to everything stated in this agreement.

I agree to the terms of this agreement.

Roommate 1: Click or tap here to enter text.

Roommate 2: Click or tap here to enter text.

Suitemate 1: Click or tap here to enter text.

Suitemate 2: Click or tap here to enter text.