DIVISION OF STUDENT AFFAIRS
LAMAR UNIVERSITY
Housing & Residence Life

Roommate Agreement
Instruction Guide

General Instructions:
Your RA will facilitate a conversation with you and your roommate(s) at the beginning of the Fall Semester (or any time you change roommates), but you are free to update and edit this agreement at any time through conversation with your roommate(s).

With your roommate(s) you will discuss your expectations of living together as well as develop compromises and communication strategies. By setting expectations early and clearly defining ways to address conflict or disagreements you and your roommate will be able to more effectively control the type of experience you have while living in Cardinal Village.

This agreement gives you tips on communication, general expectations for living with a roommate, common questions and expectations to discuss, and a formal roommate agreement that you and your roommate(s) will sign. Answer each of the questions provided after thoughtfully discussing each one and coming to a consensus of what type of experience you are all expecting this year.

Why Should I Complete a Roommate Agreement?
- To avoid the dreaded "lack of communication" that causes most issues with roommates
- To make sure everyone's needs are met
- Set ground rules for the suite
- To start the year off right

Roommate Bill of Rights:
Residents of University Housing are entitled to The Right To:
- be free from undue interference (noise, guests, etc.)
- sleep free from undue disturbance
- expect the respect of personal belongings
- a clean and tidy living environment
- free access to one's room and facilities without pressure from roommates
- expect one's roommate will not violate terms of the Housing and Residence Life Handbook
- be free from harassment and discrimination
- expect that any and all disagreements will be discussed in an atmosphere of openness and mutual respect, and that it is acceptable to confront one's roommate when the roommate is not fulfilling mutual agreements
- live in a smoke-, drug-, and alcohol-free environment



General Expectations for All Residents:
Part of living in Cardinal Village means upholding the values of Connectedness, Safety and Security, Quality, Learning, and Diversity. These values serve as a reminder to us all that living in a community, while at times challenging, requires personal accountability, communication, civility, honesty, and integrity. By living in Cardinal Village, you are committing to embracing challenge and working together to create the best community possible.

All residents are bound by Lamar's Student Code of Conduct and the Housing and Residence Life Handbook (both found online). A few things to consider as you and your roommate(s) develop your expectations:
- Guests are a privilege. Guests need to respect the rights of your roommate just like you would
- Cleanliness of common spaces (including the building as a whole) is everyone's responsibility
- University provided common spaces and items are to be shared
- Respect the belongings of others
- You and your roommate(s) always have the right to sleep, study, and work without excessive noise or distractions
- Each roommate has the right to access the suite freely at all times
- Respect the privacy of others
- Address conflict maturely and promptly. If you are not able to resolve a conflict on your own, your Resident Assistant (RA) is there to help

Communication Tips:
Communication is a key component of living with others. You need to be open; Ask questions, share concerns, discuss solutions, be mindful of others. Be proactive and reach out to your roommate early if you feel there are concerns or issues that need to be addressed within your suite. Timeliness can go a long way in solving issues before they have a negative impact. Explain things to your roommate(s) and give reasons why those things are bothering you in a mature and honest way.
In these conversations, though, you need to always:
- Be Honest and open about your concerns
- LISTEN! Remember that compromise is important
- Be aware of the best time to address concerns; we all have hectic and/or bad days
- Think before you speak. Know what you are trying to say and convey before you discuss it
- If things cannot be worked out between you and your roommate(s) get your RA involved so they can help you out

Roommate Agreement

Room A Name: _____ Room B Name: _____

Room C Name: _____ Suite Number: _____ Building Name:_____

1. **Common space will be kept:**
___ Clean and Clear
___ Cluttered (or better) and safe
___ Other (Define on back)

2. We will clean:
___ Daily
___ Weekly
___ Monthly
___ As needed: _____
(Cleaning Schedule on Back if needed)

3. **We have agreed that study time (quiet time) in the suite will be:**
___ In the morning (8am – Noon)
___ In the afternoon (Noon - 5pm)
___ In the evening (5pm - 10pm)
___ In the late evening (10pm - midnight)
___ In the late night (midnight - 8am)
___ Other (On Back)

4. **When one of us is studying in the suite, we are okay with (Check all that apply)**
___ Complete quiet
___ Low music/headphones
___ Television
___ Any noise level
___ Friends in the suite at the agreed noise level

5. **Using the following personal belongings without permission is:**

Okay		Not Okay
___	Television	___
___	Speakers	___
___	Food	___
___	Drink	___
___	Computer	___
___	Game system	___
___	Clothes	___
___	Other	___

6. **We agree to relay messages to one another by:**
___ Phone call/voicemail
___ Text message
___ In person
___ Written notes (not advised)
NOTE: *Messages to one another should be considerate and promote integrity.*

7. **We agree that the following time is an appropriate time to go to sleep:**
___ 10:00 pm - 11:30 pm
___ 11:30 pm - 1:00 am
___ 1:00 am - 3:00 am
___ Other_____
_____

8. **When my roommate is sleeping, in the common space it is:**

Okay:		Not Okay:
___	Watch TV	___
___	Listen to music (w/ headphones)	___
___	(w/o headphones)	___
___	Have guests over	___
___	Have lights on	___
___	Other (On Back)	___

9. **Guests in common space are allowed to:**
___ Eat/drink each others' food & drink
___ Use each others' personal belongings
___ Stay past 10:00 pm w/o permission
___ Stay past midnight w/o permission

10. **We agree that the main door of our suite should be securely closed and deadbolted at all times when we are outside of the suite.**

___ Agree ___ Disagree

GUEST POLICY:
All guests must check in with front desk & be agreed upon by both roommates in advance. If a guest is not welcomed by one of the residents, the guest is not able to remain in the suite. Guests of the same sex are allowed to spend the night when the request is approved by the Residence Director at least 48 hours in advance and only on Friday/Saturday Nights. Guests of the opposite sex are not allowed to spend the night & must leave by 2:00 AM. See the guest policy in the Residence Life Handbook.

Roommate Agreement

With your roommate(s), define "Clean" and agree to a cleaning schedule as needed. Remember, that *the housing handbook requires that each suite be cleaned by the residents of the space* (including the toilet, bathtub, sinks, and common spaces) and that at all times there needs to be a safe exit path from the suite and to the windows.

_____
_____
_____
_____

With your roommate(s), define your expectations of "study time" (this should include specifics on study habits, noise levels, guest expectations, finals week expectations, communication strategies, and other expectations you each have).

_____
_____
_____
_____

With your roommate(s), define the expectations of guests in the suite. Overnight guests must be approved by your roommate(s) prior to submitting for approval to your building professional staff member. Other guests need to be checked in with security, but you should always ok them with your roommate first. Think about times guests are able to be in the space, when do guests need to leave, how loud can guests be when in the space, what can guests do in the suite, and any other things you believe are important to discuss. (Refer to the Housing and Residence Life policy)

_____
_____
_____
_____

With your roommate(s), discuss your personal property expectations. What is your roommate(s) allowed to use without your permission, with permission? Can your roommate(s) enter your bedroom without your permission? Can guests?

_____
_____
_____
_____

Other expectations of the suite and your roommate(s) should be discussed here.

_____
_____
_____
_____

Room A Roommate Signature: _____ Date:_____

Room B Roommate Signature: _____ Date:_____

Room C Roommate Signature: _____ Date:_____

GUEST POLICY:
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