



Coyote Village/Weatherford College
 Attn: Director Pipher
 401 College Park Dr.
 Weatherford, TX 76086
 Director: Crystal Pipher cpipher@wc.edu

Coyote Village Housing Application Summer 2022

The priority deadline for Submission is May 6, 2022 (submissions after this date WILL still be accepted).

1. Please print clearly and complete only in blue or black ink.
2. Submit your application and lease to the Coyote Village office in person or by mail. **We can only accept original documents and every line must be filled in.**
1. Pay your \$250 deposit online (on your Coyote Connect) or contact the Weatherford College Business Office (817-598-6265). **Please do NOT send payment to the Coyote Village office for any reason.**
2. Accommodations are limited and will be assigned on a first come, first served basis.
3. Applicants are required to pass a criminal background check (we submit it for you to Campus Police).
4. Each applicant, regardless of age, is required to have a Guarantor (Co-signer).
5. **You must have the last page of the lease notarized before submitting your application and lease.**

Applicant Information

Name: _____ Preferred Name: _____

Cell phone: _____ Student ID#: _____

Address: _____ City, State: _____ Zip: _____

Date of Birth: _____ Gender: Male Female Classification: Freshman Sophomore

Notification of your acceptance will be emailed to your student email address (please print clearly).

Student Email Address: _____ @wcstudents.wc.edu

Emergency Contact Name: _____ Phone: _____

Will you be on an official athletic roster (circle one)? YES or NO If yes, which sport? _____

Room and Board Fees

Select and INITIAL room and board plan desired:

Summer 2022:

May Mini (May 16-May 28) \$425 Initial _____

Summer 1 (June 6-July 8) \$925 Initial _____

Summer 2 (July 13-August 18) \$925 Initial _____

Coyote Village Office Only: Date Received _____ Time Received _____ By _____
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Academic Goals

What is your major? _____

What is your academic goal while at Weatherford College? (Check the one below that applies):

_____ Earn my Associates Degree _____ Earn a certification

_____ Transfer to a University (list the University) _____

_____ Pursue a technical degree (list the technical degree) _____

Roommate & Personal Preferences

Although requests and preferences are not guaranteed, every effort will be made to meet specific requests.

Please list the name(s) of your roommate preferences below:

1). _____ 2). _____ 3). _____

Which floor do you prefer (circle one)? First Second Third

Is there anything else you would like to share about yourself? _____

Do you have any needs that might require special placement (physical disabilities, allergies, etc. (circle one)? YES NO

If yes, please explain: _____

Mail & Package Release Authorization

Due to liability, Coyote Village only accepts packages with written consent from the student. Packages are received from the U.S. Postal Service and commercial delivery such as UPS, FedEx, DHL, etc. Notification of package arrival will be communicated to the student via phone, text message, or email by Coyote Village staff.

I release Coyote Village from all liability for accepting and storing packages.

Applicant Signature _____ Date _____

Application Verification

If you fail to answer any question, or if you have given false information: (1) we are entitled to reject this application; (2) we will retain the deposit; (3) we will terminate any right to lease the bedroom; and (4) it will be a violation of the lease.

By my signature, I attest that the information contained herein is correct. The college is authorized to verify all submitted information for the purpose of evaluating this lease application. I also understand that a criminal background check will be completed by the Weatherford College Police Department and my application will be rejected if any of the following are found: felonies or assault charges. Misdemeanors will be reviewed by Weatherford College officials on a case by case basis.

Applicant Signature _____ Date _____



Coyote Village Computerized Criminal History (CCH) Verification

First Name

Middle Name

Last Name

I have been notified that a Computerized Criminal History (CCH) verification check will be performed by accessing my history through a private background check company and will be based on my name, social security number, and date of birth.

I hereby authorize any representative of the Weatherford College Police Department (hereafter known as WCPD) bearing this release, to obtain information regarding my criminal history. I understand this will include a review and full disclosure of all records, or any part thereof, concerning myself, by and to any duly authorized agent of the WCPD, whether said records are of public, private, or confidential nature.

I hereby release you, your organization, and all others from liability or damages that may result from providing the information requested, including any liability or damage pursuant to any state or federal laws.

Please be advised: This CCH verification can take up to one week to complete after submission. The applicant WILL NOT be able to move in until results are received.

If you believe that the information resulting from this CCH is not yours, you may choose, on your own accord, and at your own expense, to acquire a full and complete set of fingerprints for true identification. To do so, contact and obtain analysis through the Texas Department of Public Safety AFIS (Automated Fingerprint Identification System).

Full Legal Name of Student (please print)

Signature of Student

Date Signed

Student Social Security Number

Student ID Number

Student Date of Birth

WEATHERFORD COLLEGE POLICE DEPARTMENT

Agency Name and Agency Representative Name

(FOR OFFICE USE ONLY)

Please Check and Initial each Applicable Space

CCH Report Printed:

Yes No Initial _____

Purpose of CCH: Residency in On Campus Housing

Allowed Not Allowed Initial _____

Date Printed: _____ **Initial** _____

Destroyed Date: _____ **Initial** _____

Retain in your files

(This copy will remain on file with Weatherford College)

Coyote Village Housing Lease Summer 2022

Name: _____ Student ID Number: _____

Address: _____ City: _____ State: _____ Zip: _____

THIS IS A LEGAL AND BINDING DOCUMENT WITH FINANCIAL OBLIGATIONS. PLEASE READ CAREFULLY BEFORE SIGNING.

1. **APPLICATION ACCEPTANCE AND PROCESSING:** An application will be accepted and processed **ONLY** with submission of **ALL** of the following: Application and Lease (with EVERY line completed), Guarantor Agreement (MUST be notarized), \$250 deposit (submitted online to the Business Office), clearance of background check.
2. **RESIDENCY REQUIREMENTS:** Students must enroll in at least one summer course for each summer term they are seeking residency and pass a background check.
3. **COYOTE VILLAGE LEASE RESPONSIBILITIES**
 - A. This is a legally binding document.
 - B. The student, parent/guardian, and Guarantor are urged to carefully read this lease.
 - C. It constitutes an agreement between Weatherford College, the student, parent or legal guardian (if student is under 18 years of age), and the Guarantor; becoming a binding lease once submitted to the Coyote Village office.
 - D. It does not constitute a commitment of admission to Weatherford College.
 - E. It may be cancelled or terminated **ONLY** under the conditions specified herein.
4. **CONSIDERATION OF THE LEASE**
 - A. It may NOT be transferred, assigned, or subleased to another person at any time.
 - B. Only the student assigned to a specific apartment and room may reside there.
 - C. Students may lease room space for residential purposes only. Other uses violate Weatherford College policy and may result in disciplinary action and/or termination of the lease.
5. **PERIOD OF LEASE**
 - A. This lease is through the ending date of each Summer term the student has selected.
 - B. A separate lease must be completed for each academic year of residency.

**THIS LEASE IS BINDING FOR
EACH SUMMER TERM SELECTED**

6. **OFFICE CLOSURES**
 - A. Office Closures: Weatherford College, including the Coyote Village office will be closed during the following dates:
Summer 2022—Memorial Day (May 31st), Independence Day (July 4th).
7. **ROOM ASSIGNMENT:** Assignments are made on a first come, first served basis. Housing staff retain the right to assign based on space available and to make room adjustments as needed throughout the year. **Statement of your preference in no way guarantees your assignment to a specific room.**

8. **CHECK-IN AND CHECK-OUT PROCESS:** Students must check in/out with Coyote Village staff and will be assessed additional charges if they do not do so. A space cannot be guaranteed if a student fails to check in by 5:00 p.m. on the official move in date (each summer term).
9. **CONSOLIDATION:** Coyote Village does not guarantee any student a private apartment. At any time throughout the year Coyote Village reserves the right to require students to consolidate to the same apartment when doing so will: (1) reduce the cost of utilities, (2) simplify cleaning, or (3) make more spaces available for occupancy.
10. **MEAL PLANS:** The cafeteria is not open during any of the Summer terms, and meal plans are **not** provided for students residing in Coyote Village during the Summer.
11. **ROOM AND BOARD FEES:** The student agrees to pay Weatherford College for the cost selected below (**fees may be changed at the discretion of the Weatherford College Board of Trustees**).

Select and **INITIAL** room and board plan desired:

Summer 2022:

May Mini (May 16-May 28)	\$425	Initial _____
Summer 1 (June 6-July 8)	\$925	Initial _____
Summer 2 (July 13-August 18)	\$925	Initial _____

12. **REQUIRED PAYMENT**
 - A. The student and Guarantor are obligated to pay the full amount of fees and charges for each Summer term selected.
 - B. **Failure to pay charges accordingly, or defaulting on the payment plan, may result in immediate removal from housing and a registration/transcript hold will be applied.**
 - C. Financial Aid funds are applied to tuition, fees, bookstore charges, and housing/meal plan in that order. **If financial aid does not cover the full amount of the charges stated in this lease, the student must pay the remaining amount each semester.**
13. **HOUSING DEPOSIT**
 - A. The Student will not be assigned a room until their \$250 deposit has been paid. The deposit serves as a security deposit, and is not applied toward housing costs.
 - B. **The deposit will be refunded in full if the student cancels his/her lease, in writing, by 5:00pm on the official move in date. Any cancellations after the official move in date will result in loss of deposit.**
 - C. The deposit will be refunded to the student when the housing lease requirement has been fulfilled.
 - D. The Students will forfeit his/her deposit if they fail to properly check out of Coyote Village, or if they arbitrarily break their lease.
 - E. Other damages or fees left unpaid at the time the student leaves will be deducted from the \$250 deposit.

14. HOUSING PAYMENT OPTIONS

- A. Each Summer term's housing charges are due at the time set by Weatherford College.
- B. Housing charges may be paid in full online through the student's Coyote Connect account or in the Weatherford College Business Office.
- C. Housing charges can be paid using financial aid, scholarships, and/or loans the student may receive.
- D. Payment plans are not available for Summer housing charges and must be paid up front prior to being approved residency.

15. REFUNDS

- A. Refunds referred to in this lease will normally be submitted to the Weatherford College Business Office for processing within 90 days of completion of the lease.
- B. All refunds will be deposited to the student's designated refund choice—this can be selected through their Coyote Connect account.
- C. Any Student who does not designate a refund choice will be issued a check that will be mailed to the address on file in the Weatherford College student system.

16. RESPONSIBILITIES FOR THE ROOM

- A. Except in cases of student negligence, Coyote Village agrees to make necessary room repairs in a reasonable time.
- B. Coyote Village agrees to provide water and electricity in reasonable quantity, dumpster access, and heating/cooling for the facility according to the heating/cooling system of Coyote Village. Weatherford College shall not be responsible for disruptions in service that are beyond their control. In case of utility or facility disruptions, payment will not be reimbursed.
- C. The student will be held accountable for the condition of the individual bedroom, common areas, and all furnishings assigned to that apartment, and shall be charged for any damage to, or loss of, these furnishings and accommodations.
- D. Students are responsible for maintaining the cleanliness of their rooms and common areas.
- E. Additionally, students may be held accountable for any public area damages or abnormal cleaning in specific buildings if damages and/or vandalism can be attributed to a specific floor, building, or area.
- F. A student is liable for all charges (room and board fees, damages, etc.), whether or not they are staying in their assigned room, until the student has: (1) **properly checked out** with a Coyote Village staff member (2) turned in all keys to assure they are no longer gaining access to their room.
- G. In the event that accommodations are destroyed or made unavailable due to natural disaster or reasons other than negligence by the student, and if Weatherford College cannot furnish other accommodations, the lease will be terminated. All rights and liabilities of the parties shall cease and payments previously made by the student will be refunded on a prorated basis. In this situation, the full \$250 deposit will be refunded to the student.

17. LEASE TERMINATION REQUEST PROCESS

- A. This lease is binding for the duration of each Summer term selected **regardless of enrollment status.**
- B. **Students that move out before completion of the lease will be violating their agreed upon terms with Coyote Village and will be charged room and board for the entire length of the lease.**
- C. The student must contact the Director of Housing (in person or via email) immediately to discuss requesting termination of their lease.

- D. Students who desire to request release for any reason will be determined on a case by case process by committee.
- E. **Any unpaid charges will be sent to a third party agency for collection. The student and guarantor will be responsible for all collection costs and legal fees.**

18. LEASE TERMINATION BY THE COLLEGE

- A. If a student is suspended, dismissed, expelled or otherwise removed from Weatherford College or Coyote Village for disciplinary reasons, Weatherford College retains the right to terminate the lease.
- B. The student will be required to vacate the room within 24 hours of notification of such action by the College, or sooner if, in the opinion of the Director of Housing or designee, there is a threat to the welfare of students, property, or a disruption to the normal operations of Coyote Village.
- C. The student may be removed temporarily from Coyote Village pending the outcome of a student disciplinary proceeding to determine the student's future housing status.
- D. Students who are removed from housing for behavior not in keeping with Coyote Village community standards will automatically forfeit their housing deposit and are still bound to the full financial obligation of the lease.

19. RULES AND REGULATIONS: The Coyote Village Community Living Guide and Weatherford College Student Code of Conduct are formally a part of this lease. In case of conflicts in published policies, the provisions of this lease shall govern. Violations will be referred to the Director of Housing and/or Associate Dean of Student Development. All policies may be modified at any time and changes shall be in force and in effect on the date such change is posted by the Director of Housing.

20. ROOM ENTRY: Weatherford College reserves the right to enter a student's room for the following reason(s): to inspect college property/furnishings, make improvements or repairs, control the room in case of emergency, ensure evacuation during fire drill, assess room cleanliness and sanitation, and confirm compliance with any federal, state, local law and/or college policies. This includes checking for suspected violations regarding the possession of alcohol, illegal or controlled substances, firearms, or any other contraband, or for any purpose as stated in the Coyote Village Community Living Guide or the Weatherford College Student Code of Conduct.

21. SECURITY: Weatherford College does not assume any legal obligation for personal injury (including death, rape, or assault) or loss, theft, or damage of personal property that occur in its buildings or grounds during any period of this lease. **Students are encouraged to carry appropriate renter's insurance to cover personal property. Students must lock their apartment and individual bedroom doors at all times.**

22. CONCEALED CARRY: Concealed carry is prohibited by students, regardless of age or license permit. Students' family members who are licensed to Carry (LTC) may carry concealed handguns while visiting, however, the handguns must remain concealed on or about their person at all times. Any guests, other than students' family members, are NOT permitted to possess a firearm at Coyote Village. No handguns may be stored anywhere within Coyote Village, which includes student rooms and common areas.

23. **BACKGROUND CHECK:** Weatherford College requires that every student seeking residency at Coyote Village complete a background check. It is conducted by the Weatherford College Police Department. Any person found with felony charges will be declined placement in Coyote Village. Misdemeanor charges will be reviewed on a case by case basis by a committee, however, due to the number of applications received, misdemeanor cases are typically denied residency.
24. **PETS: Pets are not allowed in Coyote Village.** A \$250 fee for violating the pet policy will be assessed, in addition to any restitution for damages caused by the pet.
25. **MENINGITIS VACCINATION:** All students must have received the Meningitis vaccination (within 5 years) and submit documentation of receiving the vaccination to Student Services prior to occupancy.
26. **NOTIFICATIONS:** All housing correspondence will be **emailed to the student's Weatherford College student email address** and/or placed on the front of the apartment door.
27. **DISPUTE OF OUTSTANDING BALANCE:** Disputing outstanding balances must occur no later than **one year from the ending date of the signed lease** to begin the process.
28. **ABANDONED BELONGINGS:** Students leaving behind substantial belongings in their apartment, will be charged for the removal of those belongings. The student will be notified by certified letter to their address on file with Weatherford College regarding the timeframe and charges associated with the removal of their belongings.
29. **RECREATIONAL WAIVER:** The student waives all claims that may be asserted against Weatherford College, its agents, representatives, or employees with respect to use of the sand volleyball court or basketball court. This waiver includes any injury or illness that may result (directly or indirectly) from any utilization of these facilities.
30. **STUDENT ATHLETES:** This lease is binding outside of affiliation with any athletic program at Weatherford College. **The student is responsible for the full terms of this lease regardless of status with the team.** If scholarship funding is revoked for any reason, the student and Guarantor will be held to the full financial obligation of this lease. Any unpaid amounts will be sent to a third party collection agency.
31. **MISCELLANEOUS PROVISIONS:** Weatherford College has the right to determine when provisions of this lease are violated and to decide appropriate course of action. If any section or subsection of this lease is ruled to be illegal or invalid, this will not affect the validity or enforcement of the remaining provisions of the lease.

32. FORMAL SIGNING OF THE LEASE

I understand and agree to the terms of this lease and to abide by all policies of Weatherford College and Coyote Village.

I understand this lease is the joint obligation of the Student and Guarantor and **shall become legally binding** upon the signing date, this includes all payments required herein. All terms and conditions will be fully enforced. I further understand that **this lease is binding for each summer term selected.**

I understand that I shall, both jointly and individually, with my Guarantor, indemnify, defend, and hold harmless the College, its employees, and agents against any and all claims. These claims shall include: damages, liabilities, costs, attorney fees, and any other expenses incurred by the student due to negligent act or omission by the student pursuant to the terms of this lease. This includes, without limitation, the student's failure to fully observe and comply with all of the College's policies and guidelines of student conduct.

I have read, accept and understand all provisions of this lease.

STUDENT Signature

Date

Parent/Guardian (ONLY if under 18)

Date

You MUST have your GUARANTOR sign the line below!!

GUARANTOR Signature

Date

Office Use Only

Director of Housing Signature

Date

GUARANTY (CO-SIGNER) AGREEMENT

THIS GUARANTY AGREEMENT (“Guaranty”) is executed and delivered by the undersigned Guarantor, in connection with the Coyote Village Housing Lease (“Lease”) and between the undersigned student (“Student”) and Weatherford College (“Weatherford College”) which is attached hereto and hereby made a part hereof.

The aforementioned Student has applied to become a resident of COYOTE VILLAGE, in Weatherford, Texas. As possible condition of acceptance of such Student, Weatherford College requires that all payment and performance obligations of the Student under the Lease (and policies of COYOTE VILLAGE) be personally and unconditionally guaranteed by the Student’s parent, guardian or other sponsor (“Guarantor”). This requirement is in recognition of the fact that the Student may not have independent financial means, but this Guaranty shall be in force regardless of the financial means of the Student. The Guarantor represents that his or her relationship with the Student is as listed below.

Guarantor Initials _____

In order for Weatherford College to lease to the Student, the undersigned does hereby (if more than one, jointly and severally) guarantee the payment in full of all obligations under the Lease to be executed by the Student or any renewal, extension or subsequent Lease (whether for the same or different unit), and to pay all amounts, including fines imposed pursuant to the Rules and Regulations, or attorney’s fees incurred in the enforcement of the Lease or any renewal, extension or subsequent Lease. This is a continuing and absolute guaranty of payment and not of collection.

Guarantor Initials _____

This Guaranty may be enforced against Guarantor without the necessity of recourse against Student or any other parties responsible. The validity and enforceability of this Guaranty shall not be affected by the invalidity or unenforceability of the Lease, or any renewal, extension or substitution thereof, as against the Student for any reason whatsoever, including any defense that Student lacks sufficient legal capacity to enter into the Lease or any renewal, extension or substitution thereof.

Guarantor Initials _____

The Guarantor consents that any proceedings to enforce this Lease or related rights may be brought before the court of jurisdiction sitting in Parker County, Texas, and the Guarantor consents to personal jurisdiction of such courts and agrees that it may be served with process by certified mail addressed to the Guarantor at the address shown below. Any actions to enforce this Guaranty shall be governed by the laws of the State of Texas.

Guarantor Initials _____

The Guarantor waives (1) renewal or notice of extension of time within which payment of rental, damages or repairs or the performance of other obligations shall be due; (2) necessity of recourse against Student; (3) any understanding that any other person or entity was to sign this Guaranty; (4) the incapacity or bankruptcy of Student or Guarantor; (5) any notice of change or amendment to the Lease, COYOTE VILLAGE policies, or the right to any notice of default.

Guarantor Initials _____

Weatherford College will not enforce payment recovery against other occupants of the apartment and any third parties shall not re-lease with the Guarantor, provided that Guarantor is only liable for payments or obligations of Student whose name is set forth below in accordance with terms of the Lease.

Guarantor Initials _____

The Guarantor also acknowledges that if the Student or Guarantor is more than sixty (60) days delinquent on payment of rent or any monies due Weatherford College pursuant to the Lease, Weatherford College shall have the right to report Student’s and/or Guarantor’s delinquency to any and all credit reporting agencies. The Guarantor also acknowledges that Weatherford College shall have the right to obtain a credit report (or summary thereof) of the Guarantor’s credit history prior to Weatherford College’s execution of this Lease. If, in Weatherford College’s sole discretion, the Guarantor has a credit history of delinquent payments, defaulted obligations, or an overall negative credit history, then Weatherford College may rely on said credit history in denying to lease to the Student. In addition, the Guarantor agrees to guaranty and pay all reasonable attorneys’ fees and all costs that are incurred by Weatherford College in the enforcement of Weatherford College’s rights under the Lease or this Guaranty.

Guarantor Initials _____

ATTORNEY’S FEES.

In the event Weatherford College is required to employ an attorney to represent it in connection with the enforcement of this Lease, whether the litigation be instituted or not, the Guarantor shall be obligated to reimburse the college all such attorney’s fees incurred, and, in the event of litigation, the Guarantor shall be liable for reimbursement to the college of all costs incurred in connection.

Guarantor Initials _____

DEFAULT DEFINED

This Lease is to be governed by and construed in accordance with the laws of the State of Texas. The venue for any action hereunder shall be Parker County, Texas.

Default on the part of the student shall include, but is not limited to, the following:

- A. Failure to make any rent or any other payment required hereunder, for more than fifteen (15) days after such payment is due;
- B. Disruptive, illegal, or criminal behavior on the part of student or student's guests;
- C. Keeping any handguns, firearms, weapons, hazardous substances, or any article of dangerous nature at COYOTE VILLAGE;
- D. Any violation of the laws of the State of Texas and/or policies of Weatherford College and COYOTE VILLAGE regarding alcohol;
- E. Illegal manufacture, sale, possession, or use of narcotics, marijuana, hypnotics, stimulants, hallucinogens, or other controlled substances or harmful or habit-forming drugs and/or chemicals within COYOTE VILLAGE by student or student's guests;
- F. Inability or refusal on the part of student to adjust to the concept and requirements of living in a student residential environment;
- G. Violation of any of the agreements of the Lease or COYOTE VILLAGE policies made by the college, whether such rules and regulations are now in existence or subsequently created in the future;
- H. Abandonment of the Premises.

I, _____ agree to serve as Guarantor for _____.
(Printed Name of Guarantor) (Student Name)

Guarantor Street Address	City	State	Zip Code
Guarantor Phone Number	Guarantor Social Security Number		
Guarantor Relationship to Student	Guarantor Email Address		

IMPORTANT!! The following must be completed in the presence of a Notary.

Section 1: Student Only

Printed Name of Student

Signature of Student

As a Notary Public, the preceding document was acknowledged before me on this _____ Day of _____, 20____

By _____
(Notary Public)

Please include notary stamp/seal below:

Section 2: Guarantor Only

Printed Name of Guarantor

Signature of Guarantor

As a Notary Public, the preceding document was acknowledged before me on this _____ Day of _____, 20____

By _____
(Notary Public)

Please include notary stamp/seal below: