



**CHABAD HOUSE-LUBAVITCH**  
RUTGERS UNIVERSITY

170 College Avenue • New Brunswick, New Jersey 08901  
Tel: (732) 296-1800 • Fax: (732) 828-6890  
office@chabadnj.org • www.ChabadNJ.org  
**"YOUR HOME AWAY FROM HOME"**

## HOUSING FALL 2018 - SPRING 2019 APPLICATION & CONTRACT

### APPLICATION PROCEDURE

1. All first-time applicants **must** fill out an 'Initial Housing Request Application' online at [www.ChabadNJ.org](http://www.ChabadNJ.org) and submit the \$200 non-refundable application fee.
2. You will then be contacted to arrange for a personal interview.
3. If you live out of state or are in Israel, you may request a phone interview.
4. Please fill out this form to its completion along with requested documents (current photo & reference letter) and bring in on your interview date. If you live out of state or are in Israel, please fax, mail or email the form.
5. Incomplete applications or housing requests submitted without an application fee will not be processed.
6. Your acceptance to the dorm is based on meeting all the above criteria, room availability and full payment of all the fees.

### APPLICANT INFORMATION

Name: Last	First	Middle
Legal Name: (if different) Last	First	Middle
Hebrew Name	Date of Birth	Hebrew Birthday
Address	City	State & Zip
Student Cell Phone	Home Phone	Student Email
Last School Attended	Principal	School Phone

#### For Office Use Only

Date Interviewed:	Interviewed by:	Deposit Received:
Picture Received:	Reference Received:	
Accepted	Declined	Wait Listed
Notes:		

Please attach a recent photo of yourself:  
(Photo may be emailed to [Office@ChabadNJ.org](mailto:Office@ChabadNJ.org))

**PARENT INFORMATION**

Title: (circle one) Mr.      Rabbi      Dr. <b>Father's Last Name:</b> <b>First Name:</b>	Title: (circle one) Mrs.      Ms.      Dr. <b>Mother's Last Name:</b> <b>First Name:</b>
Hebrew Name	Hebrew Name
Home Address	Home Address
City                      State                      Zip	City                      State                      Zip
Home Phone                      Cell Phone	Home Phone                      Cell Phone
Email Address	Email Address
Occupation	Occupation
Employer	Employer
Business Phone	Business Phone
Marital Status: (circle one)      Married                      Divorced                      Widowed	
If the parents are not together, with whom does the student live primarily?      Mother                      Father	
Who is responsible for finances:      Mother                      Father                      Both	
Comments: _____	

**STUDENT QUESTIONNAIRE**

College Enrolled in:  Rutgers University (RU ID \_\_\_\_\_)  Middlesex County  Other \_\_\_\_\_

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Student Incoming Class Status:     Current Student     Freshman     Transfer     Graduate

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Enrolled In:  Arts & Sciences  Engineering  Pharmacy  Nursing  Mason Gross of Arts  Other \_\_\_\_\_

Answering the following questions will assist in placing you with a roommate:

Returning students, if you'd like to keep your present room assignment, indicate room number here: \_\_\_\_\_

If you'd like to room with someone specific, please indicate their name here: \_\_\_\_\_

Do you keep your room very neat and orderly?  Yes  No                      Do you prefer a studious environment?  Yes  No

Do you like to go to sleep by 11PM?  Yes  No                      Do you study with the music playing?  Yes  No

I am an  early riser  late riser                      Do you have any frequent extracurricular activities after 10PM?  Yes  No

Are you a Shabbat observant?  Yes  No                      Do you prefer a Shomer Shabbat roommate?  Yes  No

Do you have any medical/mental conditions that could adversely affect a potential roommate? \_\_\_\_\_

\_\_\_\_\_

Why do you want to live at Chabad House? \_\_\_\_\_

\_\_\_\_\_

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I am interested in part-time employment opportunity at the Chabad House.       I qualify for Work-Study program.

What would you like to volunteer for at Chabad House? Check all that apply.

<input type="checkbox"/> Event Coordination	<input type="checkbox"/> Set up for Shabbat	<input type="checkbox"/> Mailings	<input type="checkbox"/> Student Magazine	<input type="checkbox"/> Hospital Visits
<input type="checkbox"/> Food Deliveries	<input type="checkbox"/> Social Media Marketing	<input type="checkbox"/> Mentor	<input type="checkbox"/> Blog Contributor	<input type="checkbox"/> Shabbaton Planning
<input type="checkbox"/> Challah Baking (for girls only)	<input type="checkbox"/> JCafe Tuesday Program	<input type="checkbox"/> Sushi & Soul Wednesday Program	<input type="checkbox"/> Lunch & Learn Thursday Program	<input type="checkbox"/> CLI Learning Program
<input type="checkbox"/> Tutoring (subject) _____	<input type="checkbox"/> Fundraising	<input type="checkbox"/> Chavrusah	<input type="checkbox"/> Israel Advocacy	

# CHABAD HOUSE AT RUTGERS HOUSING TERMS & REGULATIONS AGREEMENT

## FALL 2018 - SPRING 2019

- All residents must submit a current photo and reference letter from their school or seminary principal or family rabbi.
- All residents must have a medical form completed and signed by their physician. We must be informed of any mental and health conditions, including medications that the student has been prescribed and will have in their room.
- All residents are required to sign up for our meal plan. Students' meal plans are for personal use only and are not transferable. The student may only choose from either the Complete 255 Meal Plan or the Traditional 225 Meal Plan.

Please choose one of the following:     Complete 255 Plan     Traditional 225 Plan

PLEASE NOTE that Shabbat meals are free of charge. Students signed up for the Complete or Traditional Meal Plan may use up to 10 of their meals each semester for guests. Please see the section on the meal plan for detailed terms and policies.

- Rooms are confirmed and assigned after interview process, receipt of documents and upon receipt of this signed contract and the housing/meal plan fall semester fee.
- This Housing Agreement is for **BOTH** the Fall and Spring Semester.
- The balance for Fall and Spring semester is due no later than August 1, 2018. Please see fee schedule for details and deadlines.
- Housing Cancellations are subject to fees. Prior to July 1, 2018 - \$200; Prior to July 15, 2018 - \$500. No refunds for cancellations will be issued after July 15, 2018.
- The \$200 initial application fee is non-refundable.
- Cancellations are **NOT** permitted once keys are given to student on move-in day.
- Official Move-in day for Fall Semester is Sunday, Sept. 2, 2018 between 10 AM-7PM.
- Residents are not permitted to remain at the Chabad House during the Winter, Spring and Summer recess.
- The Chabad Dorm is closed during the following dates: Thanksgiving Recess: Wednesday, November 21, 2018 to Sunday, November 25, 2018. Winter Recess: Friday, December 21, 2018 to Sunday, January 20, 2019. Spring Recess: Friday, March 15, 2019 to Sunday, March 24, 2019.
- Official Move-out day: All rooms must be vacated by Wednesday May 15, 2019 and all keys returned.
- Please see the Chabad calendar for a more detailed list of dates and times.
- Rooms are assigned solely at the discretion of Chabad House.
- Rooms are to be used by assignees only. Rooms may not be sublet.
- Residents are responsible for informing their guests of Chabad House policies. In addition, non-residents are not allowed to remain in the building after midnight unless there is a Chabad supervised activity taking place or an overnight guest consent form is on file. See guest section for detailed policies.
- This agreement and/or addendums reflect the entire understanding of all parties.

I hereby accept from Chabad House at Rutgers University, located at 170 College Avenue, New Brunswick, NJ 08901, for the Fall 2018 and Spring 2019 semesters, a resident room/suite assigned to me in the Les Turchin Chabad House. I agree to participate in one of the above Chabad House Meal Plans for the 2018-2019 academic year. I have read the Chabad House Housing Terms and Regulations governing this agreement (see reverse) and agree to fully abide by them.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### CHABAD HOUSE MICROFRIDGE RENTAL AGREEMENT

Student Name \_\_\_\_\_ Room # \_\_\_\_\_ Cell Tel. \_\_\_\_\_

Roommate(s) (if sharing rental costs) \_\_\_\_\_ Date: \_\_\_\_\_

**MICROFRIDGES:** Chabad House is making available a combination Refrigerator/Freezer/Microwave Unit on an annual rental basis for individual rooms. The rental fee is **\$180** for the Academic Year per unit. If you and your roommate(s) are sharing a MicroFridge, each student must complete this Rental Agreement and submit their payment (e.g. If two roommates are sharing a unit, they must each complete this Rental Agreement and submit **\$90** before the unit will be delivered.) Rental Fees are not refundable once the units are delivered. If anything goes wrong with the units during the year, Chabad House will replace the broken unit, but damages not considered normal use will be the responsibility of all the renters and will be billed accordingly. There will be a \$10 charge for any MicroFridge that is returned and has not been emptied and cleaned. No stickers, etc. are to be affixed to the units at all. Students agree to maintain the Kashrut status of the Microwave unit (i.e. using the Microwave for either Dairy or Meat dishes.)

I have read the above information and am submitting payment for the MicroFridge requested. I have read and fully understand the Refund policy and agree to abide by the terms and conditions.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Paid \_\_\_\_\_

Payment for MicroFridge:     Visa     Master Card     Amex     Discover     Check No. \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Amount to charge: \_\_\_\_\_

Expiration Date:																		/	Sec#																	

## CHABAD HOUSE AT RUTGERS HOUSING TERMS & REGULATIONS AGREEMENT

The Chabad House dormitory operates in accordance with Jewish Law. All the Chabad House rabbis are available to answer and guide students with any questions they have pertaining to Jewish Law. Please note that Rabbi Mendy Carlebach, administrator of Chabad House, is the final halachic authority on any and all decisions based on Jewish Law as it pertains to the dorm. This residential arrangement is an integral part of Chabad House's religious activities, is essential to the religious mission of the institution, and is intended to enable residents to participate fully in a religiously-centered experience not otherwise available to non-residents. Please note that on Shabbat and Jewish Holidays, students are asked to be considerate and not interfere or disrupt the public observance of Shabbat or Yom Tov. Elevator service will not be available at these times. The Chabad House residence suites feature separate male and female facilities. Male residents and male students only are allowed in the men's dorm area. This includes individual rooms, lounges, the corridor and the elevator of the dorm area. Similarly, female residents and female students only are allowed in the women's dormitory area. The Director of Chabad Housing reserves the right to reassign a room assignment at any time, or to suspend, terminate or add a fine to, a residence agreement if the rules are not kept. There will be no refund of any fees when the director terminates a residence agreement due to breach of regulations. Fine amounts for contract infractions are at the discretion of Chabad House at a starting point of \$100 and up. This contract is for both Fall and Spring Semester. Residents that voluntarily move out, waive the right to their room and voids this contract. No refund will be issued per our policy. Chabad House reserves the right to assign the vacated room to a new or existing resident.

Residents have individual financial responsibility for damage to Chabad House property in their assigned room and/or shared group responsibility for damage to Chabad House property in general. Students are required to keep the room clean and well maintained and to return the room in the same condition as it was when students moved in. If there are no damages, students will receive, via US Mail, their security deposit in full towards the end of the summer of 2019. If there is damage, the Chabad House Housing Office will investigate all causes of damage. Evidence of negligent, careless, mischievous, or malicious acts, or violation of University regulations will result with student(s) being appropriately billed. The financial assessment to the student shall be determined by the Director of Chabad House Housing. Residents will be issued room, elevator and/or building keys and codes (as applicable), upon moving in, providing all fees are paid. There will be a \$50 (per key) lost key charge for replacement or unreturned keys. Lost keys may jeopardize Chabad House Security and may require extensive & expensive lock replacements. PLEASE ensure your keys are always safe. In addition you will receive electronic fobs and combination lock codes which is the resident's responsibility to not share with non-residents. This will help ensure the safety of all Chabad House residents. Students and parents agree to pay reasonable legal costs or fees required to collect any unpaid bills or for room damage, etc.

Residents are expected to turn off lights, air conditioning systems, water, radios, televisions, computers, etc. when they leave their rooms. **Important:** When outside temperatures fall to freezing, Heating System must remain on at all times to prevent water pipes from bursting. Windows should be kept closed especially during wind conditions to prevent windows from breaking. Residents have individual financial responsibility for damage to Chabad House property in their assigned room and a shared group responsibility for damage to Chabad House property in general. Residents may not interfere or disable Chabad House fire-safety & security measures. Except in case of perceived emergency, rooms will only be entered upon notice to student. Students must abide by fire code regulations which prohibit extension cords, decorative lighting, wires running under rugs or mattresses, outlet strips plugged into each other, open flames, etc. Residents are strongly encouraged to purchase rental insurance from any insurance company of choice as an added protective personal protective measure.

Repairs and maintenance needs, including broken furniture, malfunctioning equipment and fixtures, water leaks, burned out light bulbs, or any other matters requiring attention should be reported to an RA and the administrative office. Residents should not attempt to repair or replace any equipment or fixtures. Rutgers Chabad is not liable if injury or death occurs from such action. If a resident(s) is found tampering with equipment or fixtures, they will be assessed fines between \$20 and \$100 per occurrence. Residents are responsible for plunging toilets and cleaning up water from overflowing toilets, showers, and sinks and keeping their bathrooms free of mold by regular and routine cleaning. Please contact the administrative office in person or via email ([service@chabadnj.org](mailto:service@chabadnj.org)) when repairs or maintenance is needed.

The following are prohibited in and around residence facilities: Smoking, Beer & Alcohol, Drugs, Firearms and other weapons, chemicals, fireworks, and explosives, gasoline, benzene, and other flammable liquids, space heaters and open flame devices, hookahs, pets and laboratory animals, liquid-filled beds, or any other structure unless specifically approved by the director. Inappropriate language and materials are prohibited. Cooking appliances such as electric skillets, immersion coils, toaster ovens, broilers, hot plates, etc. are prohibited. Nothing may be attached to the walls without explicit permission and supervision of Chabad House. There shall be no soliciting or canvassing in the building whatsoever without written approval from the Director. Students shall be courteous and friendly to fellow students and Chabad House staff. A student may lose their rights to housing or dining services for failure to abide by the terms and conditions described in this agreement and introduced conditions at resident hall meetings. Residents are required to attend scheduled Dormitory Floor Meetings.

Chabad House strives to provide every student with a safe, welcoming community that includes a fully furnished room. Room assignments are based on availability and are at the discretion of Chabad House. Whenever possible, roommate requests are honored. Room change/swap requests due to roommate conflicts are considered based on availability and only after a mediation process with a Resident Assistant, Rabbis, and/or administration. All residents must strive to resolve conflicts with their roommates and abide by the mediation agreements. All pertinent students must agree to a room change before a final decision is made. Room re-assignment or room swaps are NOT allowed during the first three weeks of the semester.

Chabad House residents are required to have a Chabad House meal plan and may choose from the Complete 255 or Traditional 225 meal plan. The Meal Plan provides daily kosher meals when the university is in session. The program begins on the first day of classes and continues until the last day of final exams, for a total of thirty-two (32) weeks. There are no meals served during Thanksgiving, Winter or Spring breaks. Shabbat dinner on Friday nights and lunches on Saturday are served after services. Chabad House serves Holiday meals and holds services for those Holidays that fall during the academic calendar. A schedule of services and meal times is posted each week in the lobby and on social media. Meal plans may not be altered after the first week of the semester. Meal plans are non-transferable. The Chabad House Meal Plan is an honor system. You are welcome to eat all you can at every meal. However, you may not eat a meal at Chabad House and then pack up additional food to go. Exception: if you are packing up to go for your next scheduled meal, then it is permissible and it will count as an additional meal. Under no circumstances may you pack up a meal for anyone else or serve food to anyone that has not paid, at any time. **All students and guests are required to clear their table and deposit all plates, cups, silverware etc., in the proper location before leaving the dining hall. Outside food or drinks may not be brought into any area of the dining hall at any time.**

ALL overnight guests must be approved by the Resident Assistant. Parental consents will be required for all overnight guests 18 y/o and younger, EACH time they are guests. Guests 19 y/o and older must fill out and sign their own consent forms. Office must receive consent forms no later than 5pm the day before their stay or guests will not be allowed entrance. All guests are subject to the rules of Chabad House as applicable to resident students. All residents and their guests are allowed use of Chabad House's public areas, subject to the Chabad House schedule of use and events. This includes the student lounges and library. Shabbos guests are always welcome to participate in Shabbos meals, services and activities. The Director of Chabad House must give permission for any of its rooms to be used for any use other than the personal individual use of residents. All residents are required to host Shabbaton guests at least one out of the two Shabbaton events per academic year.

Residents may bring bicycles as long as they are parked and locked in the bike rack in the parking lot. Bikes are not allowed in the building or rooms under any circumstance. All residents with a bike are advised to register them with Rutgers PD, have an adequate lock and bike cover. **Parking privileges in the Chabad House parking lot are not available to students.**

Resident students may receive mail and packages (no faxes please) at the Chabad House address: 170 College Avenue, New Brunswick, 08901. All mail and packages must be picked up immediately. We are not responsible for any lost/stolen mail or packages. Chabad House is not responsible for lost/stolen personal property left anywhere in the building. **Please note that our facility and its public areas are monitored and recorded by security cameras.**



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**MEDICAL & DIETARY CONSIDERATIONS FOR CHABAD HOUSE RESIDENTS**

Due by August 25, 2018

1. **This form is not optional. All students must complete and submit to us by the date above.**
2. It is important that we are made aware of any medical conditions or dietary needs that our residents have prior to moving in to Chabad House. This will help us better serve the student's needs.
3. All sections of this form must be completed, stamped and signed by a physician.
4. If needed, please submit an emergency treatment plan for the student.
5. Please fill out the emergency contact information in the back of this form.
6. After all sections of the form are completed, please email/mail/fax to our office.
7. We do NOT require a copy of your vaccination record.

**I. TO BE COMPLETED BY THE STUDENT**

Name:		Rutgers ID:	
Cell #:	Email Address:		
Academic Year:		Meal Plan:	

Please describe and/or list medical conditions, prescription medications, and/or dietary needs and any adjustments you require:


**II. TO BE COMPLETED BY PRIVATE PHYSICIAN OR RUTGERS HEALTHCARE PROVIDER.**

Describe briefly your medical findings regarding the student's condition or special dietary adjustments required. Please include when the illness began and expected duration. If needed, please attach an emergency treatment plan.


Please list any current medications student is currently taking:

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Please suggest dining/nutritional accommodations to be considered for this student:

<input type="checkbox"/> Gluten free diet	<input type="checkbox"/> Nut free diet	<input type="checkbox"/> Special ingredient diet _____
<input type="checkbox"/> Lactose free diet	<input type="checkbox"/> High Fiber diet	<input type="checkbox"/> Other _____

Hospital of preference in the event of an emergency: \_\_\_\_\_

Print Provider's Name:	Address:
Phone #:	Fax #:
Provider's Signature:	Date:

THE PHYSICIAN/HEALTHCARE PROVIDER DOES NOT DETERMINE A RELEASE FROM THE MEAL PLAN OBLIGATION. ALL STUDENTS RESIDING IN CHABAD HOUSE OR ANY OTHER RUTGERS RESIDENCE HALL ARE REQUIRED TO HAVE A MEAL PLAN. DINING SERVICES WILL WORK WITH STUDENTS ON AN INDIVIDUAL BASIS TO ACCOMMODATE SPECIAL DIETARY NEEDS.

Student's Signature: \_\_\_\_\_

## Emergency Contact and Consent

Student's Name:	Birth date:
Home Phone:	Cell Phone:
Address:	
Mother's Name	
Work Phone:	Cell Phone:
Father's Name:	
Work Phone:	Cell Phone:

### Please list two additional Emergency Contacts:

Name:	Daytime Phone:
Relationship:	Cell Phone:
Name:	Daytime Phone:
Relationship:	Cell Phone:
Name and phone number of primary care physician:	

### Authorization to Obtain Urgent or Emergency Medical Care

I, \_\_\_\_\_ (name of student), give permission for Chabad House at Rutgers and its staff, to provide or obtain urgent emergency medical care on my behalf for my own benefit. I authorize health care providers to render such care as may be necessary. I agree to be financially responsible for such care.

Student Name (Print below):	Student Signature:
Medical Insurance Company:	Policy/Group Number:
Participant ID Number:	Insurance Phone Number:

### Photo Permission

I understand that I may be included in photographs and video footage that may be filmed at Chabad House. I authorize Chabad House at Rutgers to use these photos/videos to promote its programs and services in print, web, and other promotional contexts.

Student Name (Print below):	Student Signature:
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