

## Housing Fee Schedule

The fee for lodging in the *Hill and Quad Dormitories* is **\$25 per person, per night**. If a **firm** guarantee is provided by the **Campus Sponsor** or the **Camp Director** at least 5 working days prior to the start of camp, a reduced rate will be provided for the guaranteed bed-spaces. In such case, lodging charges will be determined as follows:

- a. Client will be charged **\$20 per person per night** for the number guaranteed.
- b. If additional campers register (and additional lodging space can be made available), the client will be charged at the rate of **\$25 per person per night** for any additional bed-space used.

The fee for lodging in the *Village Dormitories* is **\$35 per person, per night**. If a **firm** guarantee is provided by the **Campus Sponsor** or the **Camp Director** at least 5 working days prior to the start of camp, a reduced rate will be provided for the guaranteed bed-spaces. In such case, lodging charges will be determined as follows:

- a. Client will be charged **\$30 per person per night** for the number guaranteed.
- b. If additional campers register (and additional lodging space can be made available), the client will be charged at the rate of **\$35 per person per night** for any additional bed-space used.

Note: The rates are based on double occupancy (two persons to a room). There will be no additional charge if single occupancy results from a forced deviation (e.g., there is an odd number of campers, adults are spaced in order to provide supervision, campers are assigned to a designated single room, etc.).

The fee for a **lost room key/swipe card is \$50**.

For purpose of explanation, consider the situation in which a guarantee of 100 is given by the client. If 95 campers actually attend the camp, the lodging fee will be \$2,000 (\$20 per night for the guaranteed 100 spaces). If 110 campers actually attend the camp, the lodging fee will be \$2,250 (\$20 per night for the guaranteed 100 campers and \$25 per night for the 10 “extra” bed-spaces used).

# Housing Guidelines and Procedures

## General

Auburn University's residence halls are designed to provide reasonable security for tenants; the door to each room locks when closed and each resident is provided with a key to their assigned room. In most cases, accommodations are "suite type"; i.e., two 2-person rooms share a common bath. There are also a limited number of single room accommodations and rooms specifically for wheelchair accessibility.

The information herein is intended to be guidelines for those planning and conducting summer camps which use Auburn University residence halls for lodging. Experience has shown that summer camps bring a great variety of tenants to campus residence halls. A policy which seems entirely reasonable for use with campus students (or high school-aged campers) might be arbitrary and ridiculous for a camp that includes married couples or families with young children. These guidelines, therefore, are not intended to be strict requirements.

## Room Assignment Guidelines

- Two people will be assigned to each double room. *\*Exceptions to double occupancy may be made when circumstances require individuals providing supervision to be assigned to separate floors of the residence hall.*
- Except in cases involving family members or staff assigned to provide supervision and/or control of campers, every effort will be made to assign male and female campers to different residence halls.
- If male and female campers are assigned to the same residence hall, control is facilitated by assigning male and female campers to different floors. If this is not feasible, every effort will be made to confine exceptions to single gender floors to the first floor of the residence hall.
- Single rooms will be used to deal with unusual lodging situations.
- Unrelated males and females will not be assigned to rooms where they would share the same bathroom.

## Assignment Procedures

After the guarantee has been received from a camp client, the **Campus Sponsor** will be provided with lodging information for the camp. It will include the names and locations of the residence halls assigned, a diagram of each residence hall (for use in making room assignments), and information pertaining to the administrative expectations of Auburn University Housing.

It is expected that the **Camp Director** will ensure rooms are assigned in a way that is consistent with the guidelines stated above. **The principal concern is that assignments be made in a manner that is designed to promote the well-being of all concerned.**