

SUNY Polytechnic Institute

2026 Housing License for Non-SUNY Poly Faculty and Students

The relationship between SUNY Polytechnic Institute (“SUNY Polytechnic”) and residents is non-custodial in nature and no “special relationship” is established as a result of an individual’s residential status.

Terms of the License

The terms of this license are the following depending on the residents affiliation as set forth below:

This license is extended by SUNY Polytechnic to summer 2026 faculty employed by Griffiths Institute as part of SUNY Polytechnic’s summer housing program. The licensee is eligible for residency at SUNY Polytechnic due solely to and upon confirmation of the licensee’s status as employed with Griffiths Institute for this purpose. The license agreement is terminated immediately upon separation from Griffiths Institute. This license is for an assigned space in SUNY Polytechnic’s residence halls. This license is for a residence hall space, not a particular room; it is not, and should not be construed to be, a lease. The term of this license is from May 22, 2026, to August 14, 2026, unless the license is terminated earlier by SUNY Polytechnic Institute or licensee as set forth below.

In the event the Licensee ceases to be employed by the Griffiths Institute as summer faculty, this License will be deemed to terminate as of the last day of the Licensee’s Griffith’s Institute employment. In such event, Licensee must notify SUNY Poly immediately of their separation from Griffiths Institute and promptly vacate the living space within 5 business days from the date of separation. Licensee will check out at the time dictated by the Director of College Housing. If additional time is needed, the Licensee may submit a request for a reasonably extended stay in writing, which can only be approved by the Vice President of Student Affairs or their designee.

-or-

This license is extended by SUNY Polytechnic to college students who are not enrolled at SUNY Poly and who are completing an internship within 30 miles of SUNY Poly. This license is for an assigned space in SUNY Polytechnic’s residence halls. This license is for a residence hall space, not a particular room; it is not and should not be construed to be, a lease. The term of this license is for the period selected by the resident in the summer housing application. Summer housing may begin no sooner than May 22, 2026, and end no later than August 16, 2026. Summer residency is continuous and does not allow for intermittent weeks that are not billed. Failure to occupy the assigned residence hall space after signing this license does not relieve the individual of the responsibility to fulfill the license terms.

The Licensee shall be responsible for payment of rent as follows: A monthly rental payment for single bedroom occupancy at \$325 per week or \$305 per week for double room occupancy. Rent covers a Monday to Sunday time period, and is not prorated if the licensee occupies a partial week. This rental payment includes the cost of the required meal plan (10 meals/week). Dining options will be available in the Student Center Monday through Friday (breakfast, lunch and dinner), closed on the weekends. There are fresh and frozen food options in the Hilltop Market located in the Hilltop Residence Hall. Summer residential students will be given access to the Hilltop Market.

Residents shall not reassign this license and shall not sublet all or any part of their assigned residential hall space. Subletting includes short-term or temporary rental arrangements including, but not limited to, those offered through peer-to-peer accommodation services such as Airbnb, Craigslist or Couchsurfing. Assigning or subletting may result in discipline and/or license revocation without refund.

Residents in SUNY Polytechnic's housing are expected to conduct themselves in a manner appropriate to a community living environment. In addition to the requirements in the Housing Application (discussed herein) and this license, residents must abide by the Residential Life Policies and Procedures (available at: <https://sunypoly.edu/resident-life/housing-dining/residential-life-housing.html>) and by policies outlined in the Student Code of Conduct (available at <https://sunypoly.edu/resident-life/resident-conduct.html>).

All summer residents must comply with summer supplemental policies, which include the requirement for registration of all guests and visitors regardless of length of visit and additional restrictions on hosting others with alcohol, regardless of the age of the resident or the guest or visitor. Residents are expected to be familiar with the terms and conditions of this housing license and SUNY Polytechnic policies.

Non-SUNY Poly residents who are determined to violate published SUNY Poly policies by the Director of Residential Life and Housing and the Dean of Students will be removed from housing and may lose eligibility to reside in SUNY Poly facilities. SUNY Poly reserves the right to immediately interim suspend from the residence hall summer residents who are not SUNY Poly students until a conduct review is conducted to determine final responsibility or non-responsibility for violations. It will be the responsibility of the suspended resident to find alternative housing accommodations at their expense while alleged violations are reviewed. Licensees are subject to SUNY Polytechnic Institute's "once per semester (including summer) residence inspection" policy.

Licensee agrees that the Premises will be used only as a residential dwelling unit and for no other purposes, including to operate a business. Licensee further agrees that use of the Premises will not disturb neighboring residents and they will not damage or allow damages upon the Premises by any third parties. Licensee authorizes SUNY Polytechnic Institute to have reasonable access to the premises for routine maintenance, pest and termite control, and the like, and under emergency circumstances, as necessary. SUNY Polytechnic Institute reserves the right to inspect the Premises at reasonable times during the term of the License after providing reasonable notice to Licensee.

It is understood and agreed that this License does not constitute a lease and that the relationship between SUNY Polytechnic Institute and Licensee herein is that of Licensor/Licensee, not landlord/tenant.

Withdrawal and Early Termination Procedures

This License may be terminated by SUNY Polytechnic Institute, or by the licensee by providing the other party at least 5 business days written notice of the date certain upon which the Premises shall be vacated, except that the breach of any term of this License, or the use of the Premises for unlawful purposes or those that violate applicable SUNY Polytechnic Institute policy, entitles SUNY Polytechnic Institute to terminate this License upon 48 hours' notice. The Licensee shall be responsible for payment of any rent (if they are required to make rental payments hereunder) through the date of termination (or date of their actual vacating of the Premises, if later).

Before departing, residents must at the earliest possible date request to terminate their housing license by notifying the Office of Residential Life. Failure to terminate the license in the prescribed manner may result in full charges or additional charges for room rental, dining services, moving and storage.

Upon approved cancellation or the conclusion of housing, a resident must officially terminate housing by:

- removing all belongings and cleaning the assigned room;
- contacting a Residential Life staff member to complete the checkout process;
- turning in all residence hall keys to the Office of Residential Life and Housing.

In regard to guests and visitors, the licensee is not entitled to host long-term guests or visitors. If a short-term guest is staying overnight for a maximum of 3 consecutive days, the licensee shall notify SUNY Polytechnic Institute as to such additional residents. In no event shall the number of occupants of the Premises exceed that which is reasonable or otherwise permissible under any applicable fire code or regulation. The parties hereto acknowledge that such guests or visitors may visit the Premises only as long as the Licensee is within the Premises.

The licensee agrees to keep the Premises in good condition, reasonable wear and tear excepted, not to make any alterations to, or install any fixtures or equipment without the written consent of SUNY Polytechnic Institute, not to use the premises in such a manner as to disturb the peace and quiet of other residents in the building, and to pay for repairs and replacements required as a result of the acts of Licensee or Licensee's invitees or guests.

The License constitutes the entire agreement between the parties hereto. All previous communications between the parties, whether written or oral, with reference to the subject matter of this License, are hereby superseded.

All pets are prohibited in the premises. In all cases where pets are discovered in violation a \$300 cleaning charge will be assessed and this license will be immediately cancelled by SUNY Polytechnic Institute. Exceptions may be made in the context of providing a reasonable housing accommodation to an individual with a disability under the Federal Fair Housing Act.

SUNY Polytechnic Institute may, at reasonable times, enter the Premises to make repairs and to show the Premises to potential occupants. Where practical, SUNY Polytechnic Institute shall give twelve (12) hours' notice before such entry, except in case of an emergency.

SUNY Polytechnic Institute is required to allow the State Fire Marshall access to all apartments upon their request. When possible, SUNY Polytechnic Institute will give twelve (12) hours' notice before the inspection. In addition, all fire extinguishers must be checked monthly to assure their serviceability.

The Licensee agrees that the issuance of this License shall in no way diminish the statutory authorization of SUNY Polytechnic Institute to possession, pursuant to the New York State Education Law, of the State

controlled property to which this License relates; nor shall the dominion and control by SUNY Polytechnic Institute over the said State property be in any way diminished.

Personal Property Losses and Claims

SUNY Polytechnic is not responsible for loss of or damage to personal property of residents. Personal Property Insurance may be available through the parent or legal guardian’s homeowner’s insurance or through individual purchase of renter’s insurance. All residents are encouraged to provide for security of their belongings by locking rooms and carrying personal property insurance. Mail Services and Residential Life and Housing staff are not responsible for unclaimed property or packages.

BY SIGNING THIS LICENSE, YOU AGREE THAT: (1) YOU HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS CONTAINED IN THIS LICENSE; AND (2) THAT YOU WILL BE LEGALLY BOUND BY THE TERMS AND CONDITIONS CONTAINED HEREIN, AS WELL AS, THE TERMS AND CONDITIONS IN SUNY POLYTECHNIC POLICY, THE RESIDENTIAL LIFE POLICIES AND PROCEDURES INCLUDING SUPPLEMENTAL SUMMER POLICIES, PAYMENT AGREEMENT AND THE SUNY POLY RESIDENT CODE OF PERSONAL CONDUCT.

_____ Printed Name of Licensee

_____ Signature of Licensee

_____ Date