

# Common Fee Rates



University  
Housing

wou.edu/housing

Details of Service Fee	Fee
<b>Administrative Fee:</b> When billed for common area damages	\$5
<b>Apartment Change Fee:</b> Residents of Family Housing who switch units.	\$200
<b>Break Entry Fee:</b> Students requesting access to their space over winter and/or spring break.	\$35
<b>Contract Cancel Fee:</b> Students cancelling their contract while remaining a WOU student.	\$10/day
<b>Family Housing Deposit:</b> Deposit held to cover cleaning and/or damages found upon move out.	\$500
<b>Fire Life Safety Violation:</b> Per fire/life safety violation that is found and not corrected by date given.	\$25
<b>Housing Application Fee:</b> For submitting housing application form.	\$50
<b>Housing Term Contract:</b> Up front charge for students signing up for a term contract.	\$150
<b>Improper Checkout:</b> Failure to follow proper procedures and/or failing to check out by given date and time.	\$150
<b>Improper Room Change:</b> Room changes without authorization or failure to follow guidelines.	\$150
<b>Lock-out Fee:</b> For each lock out after resident has 5 lockouts.	\$10
<b>Missing Computer Hub Adapter:</b> Failure to turn in a rented ethernet or usb adapter from Res Comp.	\$50
<b>Room Change Fee:</b> Additional room changes after the first room change.	\$50
<b>Room Renewal Cancel Fee:</b> Students who renew their housing for the following academic year and cancel after the cancellation date (before term begins).	\$450
<b>Winter Break:</b> Students staying over part or all of winter break (not including Arbor Park/Family Housing).	\$250
<b>Spring Break:</b> Students staying over part or all of spring break (not including Arbor Park/Family Housing).	\$100
<b>Late Check Out Fee:</b> For every 1/2 hour a student does not check out after 5pm on day of checkout without prior approval.	\$25
<b>Tampering with Fire Equipment:</b> Tampering with fire alarms, smoke detectors, or other fire life safety	\$100
<b>Unapproved Pets:</b> Violating pet policy	\$150
<b>PACK Welcome Week Stayover:</b> Students living on campus for PACK Welcome Week with no contract.	\$300
<b>RSC Equipment Rental Fee:</b> For non University Housing groups who rent out equipment from the RSC (including, but not limited to popcorn and snow cone machine).	\$25

## Common Fee Rates Cont.



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<b>Damage Fees</b>	
<b>Window Screen removal:</b> for missing or damaged window screen.	\$25
<b>Missing garbage or recycling bins</b>	\$25
<b>Room Cleaning Fee:</b> Extra cleaning and/or trash removal (Minimum charge per 1/2 hour).	\$25 per half hour
<b>Misc. Damages</b>	Varies: Cost of parts and labor of repair
<b>Lock Change Fees</b>	
<b>Lost/Damaged Fob:</b> Replacement of fob.	\$25
<b>Lost/Damaged Landers/Heritage Key:</b> Lock change and replacement of metal key.	\$25
<b>Lost/Damaged Ackerman/Alder View/Knox Key:</b> Lock change and replacement of metal key.	\$50