



Middle Georgia
State University

Application for Housing for Non-RL Employees

Application for: _____ Vacant Staff Room _____ Student Room (\$350/month)

(Please Print)

Name: _____

Telephone Number: _____ **Email Address:** _____

Position held at MGA: _____

Department: _____

Applicants applying for a Vacant Staff Rooms must complete the following:

Please answer the questions below on a separate sheet of paper. Typed responses to the questions in paragraph form are preferred.

1. What has been your experience working with students living in the residence halls?
2. What are some ideas you have for connecting with students outside of work?
3. What are your hobbies and interests outside of work?
4. What are some topics that you would feel comfortable training RA's on once a month?
5. What campus clubs or student groups are you currently involved with or advising?

All Applicants:

Once this application has been received, candidates will be contacted via email to set up an interview with the selection committee. The Residence Life Office hopes to make final decisions regarding positions by July 15th, December 16th, or April 15th depending on the semester in which it was received.

Applicants must understand that this opportunity involves duties, responsibilities, and benefits that are separate from those, which are part of their regular employment at Middle Georgia State University. Applicants selected to live in residence halls will follow the same rules and regulations as Residence Life employees.



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Due to the nature of these facilities, children and pets cannot be accommodated in the residence halls. Room assignments are for the full academic year although the Office of Residence Life reserves the right to cancel an assignment at any time for unsatisfactory service or a drop in residence hall occupancy that requires hall closings and/or staff reductions or relocation.

Administrative Policies & Procedures: 0801.0501 Employee Housing

Effective July 1, 2013, MGA employees (who are employed by departments other than Residence Life) may be assigned housing space in the residence halls on a space available basis under the following conditions:

- Vacant residence life staff rooms may be assigned to non-residence life, nonstudent, MGA employees through an application and interview process. The non-residence life employee must, in lieu of paying monthly rent, provide backup assistance for residence life staff members on an as-needed basis outside their primary job's regular work schedule and are required to stay one weekend per month, Friday through Sunday, as acting residence hall director or in other capacities as assigned and scheduled by the Director of Residence Life. The non-residence life employee will additionally plan, coordinate, and manage one weekly LLC program, as well as one monthly activity/program for students within the living learning community.
- Vacant student rooms in Harris Hall/Anderson Hall may be rented to MGA nonstudent employees. The employee must pay the prevailing equivalent monthly Harris Hall/Anderson Hall room rate (1/6 of the per semester room rate). Consolidating employees in the apartments may be required. Housing cannot be assigned nor guaranteed if such assignment would displace a student willing to contract for the space.

Non-residence life employees are not eligible to receive free meal plans as part of their occupancy in the residence hall.

The employee shall agree in writing to the requirements of this policy and to follow the same rules and regulations as residence hall employees.



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MGA reserves the right to terminate the room assignment or rental agreement at any time if, in the judgment of the residence life office and/or the university administration, it is not in the best interest of the college or its students to continue the agreement.

I _____ have read MGA Employee Housing Policy 0801.0501 and understand the nature, scope, and structure of this position as outlined.

Signature

Date