



## **APPLICATION AND CONTRACT FOR STUDENT HOUSING**

**Shone Farm  
Santa Rosa Junior College  
7450 Steve Olson Lane  
Forestville, CA 95436**

The SRJC Shone Farm is comprised of 365 acres; including vineyards, forest, pasture land, multi-use land, and a sustainable horticulture garden. The farm serves primarily as an outdoor laboratory site for agriculture and natural resource classes.

Students selected to live in the Shone Farm dorms and participate in the Shone Farm Resident Program must maintain a satisfactory academic standing with the College; a grade point average of less than 2.0 is grounds for dismissal from the Farm dorms. Priority will be given to agriculture and natural resources majors when selecting students to live in the dormitories.

Students living at the Farm will not be charged rent, but will be expected to work a fair amount of equivalent hours per month. The number of hours per month can vary with farm activities, but should average out correctly by the end of each semester. A cleaning and repair deposit of \$100 is payable prior to moving in. The deposits will be refunded when the student vacates the Farm dorms, pending a satisfactory inspection report by the Farm Manager. Partial refunds may be made at the discretion of the Farm Manager.

In lieu of a monthly rental charge, student occupants will be required to perform the following:

1. Perform routine custodial duties including floor cleaning, trash disposal, restroom cleaning, dusting, etc., as regularly scheduled by the Farm Manager or designated Shone Farm staff member.
2. Perform route farm chores to include feeding and care of livestock, cleaning barns, repairing fences and equipment, assisting with calving and lambing, operating equipment, maintenance of farm facilities and patio, and other routine chores as directed by the Farm Manager or designated Shone Farm staff member.
3. Maintain the landscape and patio area surrounding the Center. This will include watering, fertilizing, pruning, trash collection, etc., as directed by the Farm Manager or designated Shone Farm staff member.

Students may have the opportunity to work more than the minimum number of hours required in this contract. The additional hours assigned by the Farm Manager will be paid at the prevailing student rate.

Student occupants are required to maintain the kitchen areas, bedroom and restroom in a clean and orderly condition. This will be done on the student's own time, and will not be counted towards fulfillment of the monthly work obligation. It is very important that these areas are maintained frequently and to the standard determined by the Farm Manager.

Student occupants are responsible for preparing their own meals and doing their own laundry.

Student occupants must pay for any damages they cause to the Farm dorms. Damage costs will be determined by the Farm Manager, and paid by the student in money, or equivalent work, as determined by the Farm Manager.

The undersigned understands the \$100 deposit is not a part of the fee for room and board. Prior to refund of deposit, deductions may be made for loss, damage, or cleaning fees incurred by the undersigned.

The Farm Manager on a regular basis will evaluate the quality of the work being done in lieu of rent. Unsatisfactory evaluations by the Farm Manager will result in dismissal from the dorms.

The undersigned states that he/she has read the rules of the College and the Farm dorms, and agrees to abide by them. The College reserves the right to enter the dorms for purposes of health, safety or maintenance, at a reasonable time and with reasonable notice, or in the event of an emergency.

The undersigned understands that this is a contract between the Board of Trustees of Santa Rosa Junior College and the undersigned for the entire period from \_\_\_\_\_ through \_\_\_\_\_, if it is accepted by the College.

\_\_\_\_\_  
Signature of Student Birth date

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home address City/State Zip Phone

\_\_\_\_\_  
\*Signature of Guarantor Address City/State Zip

\*Signature of guarantor is required at time of taking occupancy on all contracts entered into by an applicant under the age of 18 years. In case of minor applicant, the guarantor shall be the parent or guardian of the applicant.

**DORMITORY RULES OF CONDUCT**

These rules have been developed to promote the best interest of the occupants as individuals, and serve the best interest of all who use the Shone Farm. The proscriptions are reasonable ones and curtail freedom of action only as it is a disservice to others who use the Farm facilities.

READ THESE RULES CAREFULLY! If you feel that you cannot follow ALL of them as stated, please DO NOT accept housing at the Farm.

No student shall be in the use, possession, sale or distribution or presence of alcoholic beverages, narcotics, hallucinogenic drugs or substances, or any poison classified as such, by section 4160 of the Business and Professions Code, in or about Shone Farm.

Air rifles, pellet guns, knives, fireworks, explosives and nunchaku sticks are not permitted on College property.

Motorcycles, mopeds, inflammable materials such as gasoline and cleaning solvents are not to be kept in the dorm area. Smoking is prohibited at the SRJC Shone Farm.

Residents are required to maintain the dormitory area (kitchen, bedroom, and restroom) in a clean and orderly manner. Routine inspections will be conducted and this rule will be strictly enforced.

Dogs, cats and rodents may not be kept as pets.

Residents are not permitted to paint, alter or repair any part of the dorm or its furnishing without permission of the Farm Manager.

Visitors are allowed in student rooms ONLY between the hours of 10:00 a.m. and 12 midnight and only if both residents of the room give their permission. No guests are allowed when residents are not present. Overnight guests are not allowed.

Courtesy quiet hours are from 11:00 p.m. to 9:00 a.m. During these hours each student is expected not to disturb any other occupant by noise or interruption in the dorms, and the immediate vicinity. Sound systems must be played low enough so that they are not heard in other rooms. At any time when sound systems are being played so loudly that they annoy other occupants, the owner will be required to turn them off.

Use of fire equipment for any purpose other than fire suppression is cause for dismissal.

Failure to abide by these rules may result in:

**Housing Probation**

Any further infraction of the rules during a probationary period will result in dismissal from Farm dorms.

**OR****Dismissal from Shone Farm Dorms**

Students who are dismissed will be given a maximum of 10 days to vacate their rooms and will be denied both housing and visitation privileges in and about the Farm dorms.

## DORMITORY DISCIPLINE

### 1. Forms of Discipline

The following forms of discipline may be imposed on a student guilty of violating the Farm dorm rules.

- a. Probation: Notice that student(s) found in violation of Farm dorm rules may continue to reside in the dorms, but any further infraction of the rules during a probationary period will be cause for dismissal from the dorms.
- b. Dismissal: Notice that student(s) will be given 10 days to vacate the Farm dorms, and will be denied both housing and visitation privileges in and about the dorms.

### 2. Disciplinary Action

- a. Charges: Disciplinary charges may be initiated against a resident by another resident, or member of College staff. The Farm Manager will investigate, prepare a written report and take appropriate action.
- b. Notice: A resident charged with misconduct shall be given notice in person, or by mail, to meet with the Farm Manager at a specific time, date and place of conference regarding the disciplinary charges.
- c. Conference With Farm Manager: The Farm Manager and resident shall discuss the charges and response, if any, of the resident. The manager shall inform the resident of his decision with respect to the charges and disciplinary action, or the date and time when another conference shall be held for further discussion or the Manager's decision.

The Farm Manager may:

- i. Order probation;
  - ii. Dismiss the resident from residency in the Farm dorms.
- d. The resident shall receive a written statement of the disciplinary decision.

### 3. Appeal of Dismissal Decision

- a. A decision by the Farm Manager to dismiss a resident may be appealed to the Department Chair of the Agriculture/Natural Resources Department and the Dean of Occupational Education.
- b. The Department Chair and the Dean of Occupational Education shall review the written charges and decision of the Farm Manager.
- c. At the request of either party, the Dean and resident may hold a conference to discuss the disciplinary charges and action.

- d. The decision of the Dean of Occupational Education shall be final and shall be rendered no later than 30 days from the date of request for appeal.

**APPLICATION FOR RESIDENCE  
SHONE FARM, SANTA ROSA JUNIOR COLLEGE**

NAME \_\_\_\_\_  
*Last First Middle Initial*

PERMANENT ADDRESS \_\_\_\_\_  
*Number Street*  
 \_\_\_\_\_  
*Town State Zip Code*

PHONE NUMBER \_\_\_\_\_  
*(Area code)*

EMAIL ADDRESS \_\_\_\_\_

**PREVIOUS WORK EXPERIENCE**

	<b>Dates</b>	<b>Employer</b>	<b>Type of Work</b>
1			
2			
3			
4			
5			

**PREVIOUS EDUCATIONAL EXPERIENCE**

<b>Dates</b>	<b>High School and/or College</b>	<b>Major</b>

**REFERENCES *(name three)***

	<b>Name</b>	<b>Address</b>	<b>Relationship to Applicant</b>
1			
2			
3			

**Major at Santa Rosa Junior College:**

**STATEMENT DETAILING PLANS FOR FUTURE: (Use reverse side, if necessary)**




