



RA Name: _____
Residence Hall: _____
Room Number: _____
Date of RA Meeting: _____
Date Completed: _____
Date Revisited: _____

Roommate Agreement

Communication with your roommate(s) is essential for building a good relationship. It is important to be upfront and honest with each other to ensure everyone involved has the best possible housing experience. We encourage you to thoroughly review Carroll University’s Roommate Rights (below) before starting your Roommate Agreement. Please keep in mind that the items documented below can be revisited and revised at any time; all revisions must be agreed upon by all roommate(s). Please complete this contract in collaboration with your roommate(s) and set-up a time to meet with your Resident Assistant. All roommates must put an honest effort into completing and submitting an agreement.

This document should be filled out with your roommate(s) prior to meeting with your Resident Assistant (RA) to finalize your roommate agreement. All roommates must be present for their meeting with their RA.

Carroll University's Roommate Rights:

As a Residence Life staff we strive to make sure that all on-campus residents are able to live in a safe and comfortable living arrangement. Below are some reasonable rights and expectations that all residents of Carroll University Housing should have for one another.

1. The right to read and study free from undue interference in one's living space. Unreasonable noise and other distractions inhibit the right to exercise this right.
2. The right to sleep without undue disturbance from noise, guests, or roommate(s), etc.
3. The right to expect that a roommate(s) will respect one's personal belongings.
4. The right to a clean living environment.
5. The right to allow your roommate(s) open access to the room and common spaces without the pressure from a roommate(s).
6. The right to personal privacy.
7. The right to host guests (based on CU's guest and visitor policy), with the expectation that guests will respect the rights of the roommate(s) living in that space and follow all university policies and procedures.
8. The right to grant permission or to be asked/consulted with before overnight guests are allowed to stay in the residential space.
9. The right to be treated as an equal
10. The right to be free from fear of harassment, intimidation, bullying, and physical and/or emotional harm.
11. The right to expect that any disagreement and/or concern will be discussed in a respectful, civil, and open manner. Residence Life Staff are available for assistance if needed.

Things to Note:

1. Please take time to discuss your class schedule with your roommate(s); this may factor in to what is decided in many of the below questions.
2. Refer to the Student Handbook and Facilities Guide; these policies and procedures will be upheld regardless of what is agreed upon in your roommate contract.
3. *For suite and apartment style living:* Talk about how will you manage bathroom dynamics, e.g. toilet seat up or down, toiletries laying around the sink or put away, or leave shower items in the shower or not? Also discuss how you will utilize community spaces (e.g. primarily social, eating, or studying space)
4. You may revise your Roommate Agreement with your RA and roommate(s) at any time during the academic year.

Directions:

This document should be filled out with your roommate(s) prior to meeting with your Resident Assistant (RA) to finalize your roommate agreement.

For the questions below, as roommates please answer all questions being as specific and honest as possible with each. Use the space provided under each roommate to mark what the normal habits are for each roommate and under “Agreement” please mark what you all, as roommates, agree upon. Make sure to discuss each question, have each roommate fill out their own column (circling items or answering yes/no/ask) and come to a compromise if an agreement cannot be made.

Roommate Relationship					
Roommate Name					
What do you expect from your roommate relationship?	Do Things Socially Together	Do Things Socially Together	Do Things Socially Together	Do Things Socially Together	Do Things Socially Together
	Study Together	Study Together	Study Together	Study Together	Study Together
	Become Close Friends	Become Close Friends	Become Close Friends	Become Close Friends	Become Close Friends
	Live Respectfully Together	Live Respectfully Together	Live Respectfully Together	Live Respectfully Together	Live Respectfully Together
	Other	Other	Other	Other	Other

Use this space to clarify the agreement made with roommate relationship.

Sleeping

Roommate Name					
Wake Up Time: Week Days					
Wake Up Time: Weekend					
Bed Time: Week Days					
Bed Time: Weekend					
What do I need to sleep/rest well? Select all that apply.	Complete Darkness	Complete Darkness	Complete Darkness	Complete Darkness	Complete Darkness
	Complete Silence	Complete Silence	Complete Silence	Complete Silence	Complete Silence
	Some Light	Some Light	Some Light	Some Light	Some Light
	Some Noise (TV, Music)	Some Noise (TV, Music)	Some Noise (TV, Music)	Some Noise (TV, Music)	Some Noise (TV, Music)
	Other	Other	Other	Other	Other
What are you napping tendencies?	Daily	Daily	Daily	Daily	Daily
	A Few Times per Week	A Few Times per Week	A Few Times per Week	A Few Times per Week	A Few Times per Week
	Rarely Nap	Rarely Nap	Rarely Nap	Rarely Nap	Rarely Nap
	Never Nap	Never Nap	Never Nap	Never Nap	Never Nap
	Other	Other	Other	Other	Other
Do you snore or make other noises in your sleep?					
How often do you hit snooze on your alarm clock?					
How loud can we be when entering the room/living unit?					

Use this space to clarify the agreement made with sleeping.

Studying

Roommate Name					
How do you study best in your living unit? Select all that apply.	Study in Silence	Study in Silence	Study in Silence	Study in Silence	Study in Silence
	Study with Noise (TV/Music)	Study with Noise (TV/Music)	Study with Noise (TV/Music)	Study with Noise (TV/Music)	Study with Noise (TV/Music)
	Study Alone	Study Alone	Study Alone	Study Alone	Study Alone

	Group Study	Group Study	Group Study	Group Study	Group Study
	Other:	Other:	Other:	Other:	Other:
How many hours do you plan to study in the living unit?					
What activities are allowed when someone is studying?					
What will the noise level be when someone is studying?					
Use this space to clarify the agreement made with studying.					

Borrowing and Sharing					
Roommate Name					
Speakers	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Television	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Electronics (tablets, iPod, dvd/blu-ray players, gaming system, etc)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Movies/Video Games/Books	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Hair Dryer/Curling Iron/Straightener	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Cosmetics/Toiletries	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Clothing/Shoes	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Food/Beverages (It may be helpful to list which can or will not be shared and if you will label)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Cooking Utensils/supplies	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Appliances (fridge/coffee pot, etc.)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Cleaning Supplies (detergents, windex, etc)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
School/Office Supplies	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Bed (bedding/blankets)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Furniture (How will you manage use of furniture?)	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
Other:	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask	Yes No Ask
What items are explicitly restricted from sharing or borrowing?					

Please use this section to clarify sharing and borrowing with roommates.

Quiet Hours

Roommate Name					
What does quiet mean to you?					
When will you listen to music? How loud can music be?					
When will you watch TV? How loud can the TV be?					
When will you play video games? How loud can video games be?					
When and where is it ok to talk on your phone?					

Please use this section to clarify quiet hours.

Cleanliness

Roommate Name					
How neat do you want the room to be?					
How do you determine who cleans what and when?					
How do you want to decorate the room?					
Who will take out the garbage and how often?					
Who will do the dishes/sweep/vacuum etc. and how often?					
Would making a cleaning schedule help keep our space clean?					
What does clean mean to you? What are your expectations on having a clean living space? How about messy?					

Please use this section to clarify cleanliness.

Visitors to your Residence Hall Living Unit

Roommate Name					
How many people will visit at one time?					
Will there be certain times guests will be able to visit?					
When will same gender guests be allowed in the room?					
When will other gendered guests be allowed in the room?					
How would you like to manage overnight guests?					
How much notice will be needed when having guests over?					
How early may guests visit? How late may they stay?					
What level of intimacy are you comfortable with when your roommate(s) is/are present?					
What items can guests borrow/use in the living unit?					

Please use this section to clarify visitors to your residence hall living unit.

Kitchen and Bathrooms

Roommate Name					
Will you label food that will not be shared?					
How long can dishes sit by the sink? Do they need to be washed right away; can they sit if rinsed out?					
How will the kitchen be organized?					
Are there any foods/smells of food that bother you?					
How will shared kitchen items be purchased?					
How will shared bathroom items be purchased?					
How do you want the bathroom organized?					

Please use this section to clarify kitchen and bathrooms.

Miscellaneous

Roommate Name					
How much alone time do you require and how will you communicate that need?					
If of age, will alcohol be allowed in your living space? If allowed, where will alcohol be stored?					
What is an ideal room temperature for you?					
Windows opened or closed? Does time of year make a difference?					
Do you have any allergies that your roommate (s) should know about?					
Do you have any pet peeves that your roommate(s) should know about?					
How often and when can your room door be open?					
Are there any smells that bother you or that you do not like?					

Please use this section to clarify miscellaneous.

Resolving Conflicts*

Roommate Name					
How would you like to approach your roommate(s) when conflict arises (i.e. talking face to face, set up a meeting, leave a note, email, text etc..)?					
How would you like to be approached when conflict arises between you and your roommate(s)?					
How will you use this roommate(s) contract to mediate your conflict?					
What role will your RA play in helping resolve any conflict?					

Please use this section to clarify how you will resolve conflict.

***It is highly encouraged that roommate conflicts are not brought to social media. If conflicts occur within your roommate situation, and you do not want to talk directly to your roommate, it is best practice to immediately contact your RA and communicate the problem with them to start the roommate mediation process.**

Use additional paper to document any other notes relevant to your Roommate Agreement.

By signing below, as roommates we agree to follow all of the guidelines we have agreed upon. We realize that things change and may need to revise this agreement and review the roommate rights as necessary. We agree to abide by the roommate rights set forth by the Office of Residence Life and Housing.

Roommate #1 Signature _____ Date _____

Roommate #2 Signature _____ Date _____

Roommate #3 Signature _____ Date _____

Roommate #4 Signature _____ Date _____

Roommate #5 Signature _____ Date _____