

**NEW MEXICO STATE UNIVERSITY  
HOUSING AND RESIDENTIAL LIFE  
Instructions for Affiliate Housing Contract  
Burrell College of Osteopathic Medicine (BCOM) 2023-2024**

*Please carefully read through all forms and Affiliate Housing Agreement before you complete the application. Once you have submitted the application form, the terms of the agreement apply.*

**Affiliate Housing - Students of Burrell College of Osteopathic Medicine (BCOM)**

Student affiliates for this contract must be enrolled students in good standing of Burrell College of Osteopathic Medicine (BCOM), as reported at the start of each academic year by BCOM to New Mexico State University (NMSU) as a part of the Master Affiliation Agreement between NMSU and BCOM. Student affiliates may live in Single Student Apartment or Family Housing at New Mexico State University (NMSU). Family units include married couples, married couples with children, or single parents with dependent children and domestic partners (as defined by NMSU Policy found at <http://benefits.nmsu.edu/other/domestic-partner/>).

BCOM students will send a completed application to Housing and Residential Life at NMSU.

**To have a complete application a student should submit:**

- A completed Affiliate housing application (available at [housing.nmsu.edu/affiliate](http://housing.nmsu.edu/affiliate)).
- **A \$300 housing deposit is required upon submission or application, along with a nonrefundable \$50 application fee.** Checks should be made payable to NMSU and should have NMSU HOUSING in the memo line. Application, fees and deposit payments should be submitted to NMSU.
- As part of the application process for Student Family Housing units, a criminal history check and rental payment history will be conducted on all adult occupants 18 years of age or older, other than the Affiliate. By signing the BCOM Affiliate application, you authorize New Mexico State University to conduct this additional process. Results of the criminal history checks and rental payment history of each individual will be shared with the applicant.

**Agreement Term and Renewal**

- Assignment is based on the date your completed application and fees are received. A waiting list is in effect for most terms.
- Application does not guarantee an assignment.
- Incomplete applications or applications received without appropriate fees and deposit cannot be processed.
- Occupancy terms for single student apartments requires a minimum obligation of one academic year (10 months) beginning in the fall semester or a minimum of one semester if beginning in the spring semester. An Affiliate with less than six months to graduate may request a shorter agreement term. Verification of pending graduation is required. A re-verification of all occupants is required at each renewal period.
- Regardless of whether the student moves into the apartment/unit or voluntarily or involuntarily moves out of the apartment/unit prior to the expiration of the term of this agreement, Affiliate agrees to pay rent for the entire term of the agreement.
- Please remember, applying for campus housing requires a financial commitment. Should you choose to cancel your application, you must do so prior to June 1 otherwise you forfeit all or part of your \$300 housing deposit.

## 2023-2024 Housing Rates\*

Housing Application Fee	Non-Refundable	\$50
Housing Deposit	Refundable (based on cancellation date)	\$300
Rental Charges Single Class 2024 From 6/30/23-5/4/24	Vista Del Monte furnished (2 bedroom) Shared or Private (1 bedroom)	\$7,982.50 or \$12,774.58
	Sutherland Village unfurnished (2 bedroom) (single student or family)	\$7,521.53
	Cervantes Village unfurnished (4 bedroom) (family housing only)	\$10,956.16
Rental Charges Single Class 2025 From 6/30/23-6/30/24	Vista Del Monte furnished (2 bedroom) Shared or Private (1 bedroom)	\$9,450.25 or \$15,123.46
	Sutherland Village unfurnished (2 bedroom) (single student or family)	\$8,904.53
	Cervantes Village unfurnished (4 bedroom) (family housing only)	\$12,970..68
Rental Charges Single Class 2026 From 7/7/23-5/31/24	Vista Del Monte furnished (2 bedroom) Shared or Private (1 bedroom)	\$8,497.50 or \$13,598.75
	Sutherland Village unfurnished (2 bedroom) (single student or family)	\$8,006.79
	Cervantes Village unfurnished (4 bedroom) (family housing only)	\$11,663.01
Rental Charges Single Class 2027 From 7/7/23-5/31/24	Vista Del Monte furnished (2 bedroom) Shared or Private (1 bedroom)	\$8,497.50 or \$13,598.75
	Sutherland Village unfurnished (2 bedroom) (single student or family)	\$8,006.79
	Cervantes Village unfurnished (4 bedroom) (family housing only)	\$11,663.01

**\*Proposed Rates subject to change. NMSU's Board of Regents approve the upcoming academic year's housing and meal plan rates.**

## Cancellation Refund Schedule

Fall/ Spring	Charge	Refund	Room Rental Fees
Cancellation on or before June 1 (Fall Applicant) or December 1 (Spring Applicant)	-0-	\$300	-0-
Cancellation <b>after</b> June 1 (Fall Applicant) or December 15 (Spring Applicant)	\$300	\$0	-0-
<b>No Show Cancellation</b> (No cancellation is completed when the Affiliate does not arrive to claim the assigned space by 11:59PM on August 1 when a late check-in is not requested.)	\$300	-0-	Room charges for one semester

## Application Acceptance Policy

The University reserves the right to deny housing to any Affiliate or individual. Examples of reasons for denial include, but are not limited to, individuals who have a criminal history, individuals who have

behavioral problems which may, in the opinion of the University, negatively impact the group living environment, individuals who have been previously terminated from campus housing, or individuals who have poor rental histories.

The University reserves the right to cancel a request for housing services and/or terminate the Affiliate Housing Agreement if it becomes apparent that the Student misrepresented facts or did not fully disclose information on this application form or as otherwise requested by the University.

University may amend the terms and conditions of the Housing Agreement. Continued occupancy, after notification of the new terms and conditions shall constitute agreement by all occupants to such new terms and conditions.

**NEW MEXICO STATE UNIVERSITY  
HOUSING AND RESIDENTIAL LIFE  
Instructions for Affiliate Housing Contract  
Burrell College of Osteopathic Medicine (BCOM) 2023-2024**

**Applicant Name:** \_\_\_\_\_, **Affiliate ID#:** \_\_\_\_\_

**Gender:** ( ) Male ( ) Female ( ) Trans/Other

**Date of Birth:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Home Phone:** \_\_\_\_\_

**Email (BCOM email address if available)** \_\_\_\_\_

Housing status updates will be sent to the cell phone# provided via text message. If you do **NOT** want to receive text notifications, check box to **OPT OUT** ( )

**Term:** ( ) Summer 2023 (current BCOM students only)

( ) 2023-2024 Academic Year

( ) Spring 2024 (January 2-May 31)

( ) Entire Year (includes summer 2024)

Have you even been convicted of a felony? ( ) Yes ( ) No      Smoking Preference: ( ) Nonsmoking ( ) Smoking **OK**

**Affiliate Housing Options:** Please preference communities you are interested. Final assignment is based on availability.

**Vista Del Monte Single Student Apartments - Furnished**

\_\_\_ Two-bedroom, 1 Bathroom Shared (10 months)  
(single bedroom and roommate in 2nd bedroom)

\_\_\_ Two-bedroom, 1 Bathroom Private (10 months)  
(Private with access to one bedroom in the apartment; no roommate cannot sublease to others)

\_\_\_ Two-bedroom, 1 Bathroom Shared (12 months)  
(single bedroom and roommate in other bedroom)

\_\_\_ Two-bedroom, 1 Bathroom Private (12 months)  
(Private with access to one bedroom in the apartment; no roommate cannot sublease to others)

**Requested Roommate** (Must be affiliated with BCOM or NMSU)  
Name: \_\_\_\_\_

ID#: \_\_\_\_\_

Date of Birth (DOB): \_\_\_\_\_

**Student Family Housing- Unfurnished**

(Maximum individual capacity limit details at housing.nmsu.edu)

\_\_\_ Sutherland Village-Two-bedroom home (10mos)

\_\_\_ Sutherland Village -Two-bedroom home (12mos)

--Cervantes Village – Four-bedroom, 2-bathroom Unit (10 mos)

\_\_\_ Cervantes Village – Four-bedroom, 2-bathroom Unit (12 mos)

Indicate Your Qualifying Status:

Married/ Domestic partnership

Single/w children      Married Domestic partnership w/children

Please list all persons who will live in the household and their relationship to you:

Name	Relationship	DOB:
Name	Relationship	DOB:
Name	Relationship	DOB:
Name	Relationship	DOB:

**By your signature on this application you acknowledge that you have received a copy of the affiliate housing agreement and you accept all the terms and conditions therein.** Payments should be submitted directly to NMSU.

**Affiliate Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**OFFICE USE ONLY:**

**Date Received:** \_\_\_\_\_

**Payment Info:** \_\_\_\_\_

**Computer Entry:** \_ \_ \_ \_ \_

**Once your application has been approved and space is available, you will be sent confirmation via email, along with the Affiliate Student Housing Agreement for your signature committing you to live with us and follow business and behavioral expectations as outlined below:**