



Special Interest Housing Information 2008-2009

<http://studentaffairs.case.edu/living>

The Office of Housing, Residence Life & Greek Life is pleased to announce a living option for 2008-2009 called Special Interest Housing (SIH). Special Interest Housing is an opportunity for second year and/or upperclass students who share a common interest to live together in order to enhance their Case experience. For 2008-09, SIH groups may be all second year students, all upperclass students, or a combination of second year and upperclass students.

Special Interest Housing Requirements

For Second Year Student Groups:

- Groups/Multiples of six students (6, 12, 18, 24)
- Housing options: Clarke Tower; Carlton Road (Glaser, Kusch, Michelson) and Murray Hill (Alumni, Howe)
- Co-educational suites are permitted
- Actively participate in larger residence hall/apartment house community
- Commit to filling the space for the entire academic year
- Identify a faculty or staff advisor

For Upperclass Student Groups:

- Groups of 4-9 students will be considered
- Housing options: The Village at 115 (4 BR – 9 BR apartment); Tippit and Staley Houses (6 person suite)
- Co-educational apartments are permitted
- Actively participate in larger residence hall/apartment house community
- Commit to filling the space for the entire academic year
- Identify a faculty or staff advisor

For Second Year/Upperclass Combined Groups:

- Groups/Multiples of six students (6, 12, 18, 24)
- A minimum of 50% of the group must be second year students
- Housing options: Clarke Tower
- Co-educational suites are permitted
- Actively participate in larger residence hall/apartment house community
- Commit to filling the space for the entire academic year
- Identify a faculty or staff advisor

Application Information:

To apply, complete the SIH application, essay questions and the signed agreement form. Each SIH group must identify a faculty or staff advisor. The advisor must sign the SIH Advisor Agreement which must be submitted with the SIH group application. All application materials are due to the Office of Housing, Residence Life & Greek Life in Yost 4 by **Monday, March 17, 2008**.

Selection Information:

The SIH Selection Committee will award Special Interest Housing space based on several factors including thoroughness and quality of application materials, the group's commitment to serve the needs of its members and the larger community, and group members' judicial history.

The Selection Committee will review applications and make decisions by Thursday, March 20, 2008. The Selection Committee will determine placement of the accepted Special Interest Housing groups. Preferences may be disclosed on the application form, but are not guaranteed. Decisions of the committee are final. Groups will be contacted to come in and choose a specific room within the assigned location.

Space will be awarded for one year. Groups will be required to submit a new application to be considered for Special Interest Housing for the following year. HRL&GL reserves the right to discontinue a group's special interest housing status at any time if the group does not meet the guidelines established for SIH. HRL&GL reserves the right to fill vacant spaces if necessary.

Special Interest Housing Application Group Participants

Please identify one person to act as your group leader.

GROUP LEADER: Name: _____ Email: _____

NAME: _____

CAMPUS ADDRESS (building and room #): _____

CAMPUS PHONE: _____ EMAIL: _____

GENDER: M___ F___ T___ CLASS YEAR: 1ST 2ND 3RD 4TH 5TH

MAJOR FIELD OF STUDY: _____

APPLICATION NUMBER: _____ AUTHORIZATION CODE: _____

NAME: _____

CAMPUS ADDRESS (building and room #): _____

CAMPUS PHONE: _____ EMAIL: _____

GENDER: M___ F___ T___ CLASS YEAR: 1ST 2ND 3RD 4TH 5TH

MAJOR FIELD OF STUDY: _____

APPLICATION NUMBER: _____ AUTHORIZATION CODE: _____

NAME: _____

CAMPUS ADDRESS (building and room #): _____

CAMPUS PHONE: _____ EMAIL: _____

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CAMPUS PHONE: _____ EMAIL: _____

GENDER: M ___ F ___ T ___ CLASS YEAR: 1ST 2ND 3RD 4TH 5TH

MAJOR FIELD OF STUDY: _____

APPLICATION NUMBER: _____ AUTHORIZATION CODE: _____

APPLICATION QUESTIONS

Answer the following questions on a separate sheet of paper – only one set of answers needs to be submitted per group.

1. Define your Special Interest Housing group and explain why you are applying for Special Interest Housing and how this will enhance your Case experience.
2. What will your Special Interest Housing group contribute to the larger community? Include two or three examples of programs or events you think your Special Interest Housing group could sponsor or co-sponsor for the benefit of the residence hall community.
3. How will you work with individuals who are placed in the special interest housing space in the event that you do not fill all of the spaces?
4. Explain your preference for residence hall suite/apartment placement. Preferences will be taken into consideration but are not guaranteed. Final placement decisions will be made by the SIH Selection Committee.
5. Feel free to submit any additional information about your special interest housing group that you deem important for the selection committee to take into consideration.
6. Who is your selected faculty or staff advisor and why? Please include the signed Advisor Agreement with your application.

Application Due Date: Monday, March 17, 2008
Yost Hall, room 4

**Special Interest Housing Agreement
2008-2009**

We, the undersigned members, confirm our commitment to reside with the (name of group) _____ Special Interest Housing group for the entire 2008-2009 academic year. We further confirm our understanding of and commitment to the following conditions:

1. We recognize that the group as a whole shares responsibility for ensuring that no member or members violate the policies and procedures set forth by the Office of Housing, Residence Life & Greek Life (including judicial policies).
2. We agree to meet with the Residence Life Coordinator to discuss and develop our program plan within the first month of Fall semester 2008.
3. We agree to actively participate in the larger residence hall/apartment house community.
4. We agree to work with our advisor to complete an end of semester progress report for each semester.
5. We recognize that the Office of Housing, Residence Life & Greek Life may need to fill vacancies in the living unit with non-group members who will be accorded respect by the group and have access to the same public facilities in the living unit as group members.
6. We understand that space as a Special Interest Housing group will be awarded for one year and that we would need to reapply for space for the following academic year.

Group Leader: _____

Printed Name	Signature	Date
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____

Special Interest Housing Group Advisor Agreement

Every Special Interest Housing group is required to have a faculty or staff Advisor. If at any time during the year there is a new Advisor for the group, please notify your assigned Residence Life Coordinator immediately.

The following are **required** components of the agreement between the Advisor and the Special Interest Housing group. The Advisor must:

1. Serve as a resource person and sounding board for the students involved with the program.
2. Attend program meetings regularly and explain University policy when relevant to discussion.
3. Maintain contact with Residence Life Coordinator at least once a month.
4. Receive a copy of all official correspondence (including, but not limited to, communication with the group's members, Housing, Residence Life & Greek Life and any meeting agendas/minutes).
5. Veto a group decision only when it violates University policy.
6. Assist the group in any dealings with the University staff.
7. Stay informed about the activities of the group.
8. Promote responsible use of any program funds.
9. Take an active part in the recruitment and selection of new community members.
10. Work with Special Interest Housing group leader to submit an End of Semester Progress Report each semester.
11. Attend a planning session at the beginning of the academic year with the affiliated Residence Life staff (if necessary).

The following are **negotiable expectations** that should be discussed between the Advisor and the students in the group. The Advisor is encouraged to:

1. Attend all general meetings.
2. Attend group activities.
3. Anticipate problems and mediate interpersonal conflicts that arise.
4. Be responsible for planning and coordinating workshops that meet the needs of the group.

I understand and am willing to adhere to the required components of the Advisor-program relationship.

Advisor Signature

Date

Advisor Name (please print)

Department

Campus address

Email and Phone Number