



International House

Summer Group Guidelines

Summer Sessions 2016 May 22 to August 13

Thank you for your interest in booking a Group Reservation for Summer 2016. I-House is pleased to serve as the summer host for a variety of student groups, exchange students, conference attendees, and visitors during our summer session housing period.

Along with these guidelines, you also obtain a copy of the **Summer Group Reservation Request Form**. The questions on this request form will help us to understand the basic dynamics of your group and their housing needs. Please take the time to complete this in full. Your answers will enable our staff to determine whether we can meet your group's needs and to prepare a Room Reservation Agreement with rates for your proposed stay at I-House. Please be aware that spaces are not guaranteed until the Agreement is signed and the full payment is made on or before the given deadline.

GENERAL GROUP RESERVATION POLICIES

All summer residents must be over the age of 18 during the duration of their stay at I-House. Due to the high demand for Summer Sessions C & D, we cannot accommodate groups who will be here for less than a full Summer Session beyond June 20. Short-term group reservations that do not match our Summer Session dates may be possible in May and June based on space availability.

TYPES OF GROUP RESERVATIONS

There are two primary group reservation types that I-House manages during the summer.

1. COORDINATED GROUP RESERVATIONS

These groups are managed by one central contact person within the group's organization who coordinates all aspects of the group members' reservation with I-House. This includes communication with I-House Admissions staff, managing collection of funds from group members, and payments to I-House on behalf of all members of their group. The group coordinator works directly with the I-House Summer Groups Coordinator to complete the reservation, sign the Agreement, and to arrange payment for the entire group. Individual group members will need to register with I-House by completing an online registration form that asks for basic profile details, emergency contact information, an identification photo and roommate preferences. Unlike our regular Summer Sessions Applications, no payments are required from the individual group member as part of this form.

The Reservation Agreement will be offered based on space availability. It must be signed and returned on or before the given deadline. Full payment is required prior to the summer group's arrival by the agreed stated deadline. If we do not receive the full payment by the deadline which is 3 weeks prior to the Arrival Date, we will cancel the group booking.

Written cancellation of reservations received at least three weeks in advance of the "Arrival Date" indicated will not incur a cancellation fee. Any cancellations received thereafter will incur a \$100.00 cancellation fee per person

2. HELD ROOM RESERVATIONS

In this instance, the group coordinator makes a request to hold a designated number of rooms for members of their group. These rooms are tentatively reserved for the group in advance. Individual group members must then apply for housing using our regular Summer Sessions Application online by an agreed upon deadline. This includes completing the application in full, making individual housing deposits and payments, as well as agreeing to and accepting the Terms & Conditions of the contract including the Cancellation Policy (Page 3 – 4 IV Cancellation A to D)

Once their individual online application and housing payment are complete, individual group members will be assigned to one of the held rooms reserved by their group coordinator. If an individual group member does not complete Phase 2 by the required deadline, the applicable room will be released back to I-House Admissions.

SUMMER 2016 RENOVATION AND IMPROVEMENT PROJECTS

Please be aware that there will be renovations, repairs, painting, and maintenance completed at International House throughout the summer. A major maintenance project that involves entry to individual student rooms and may require temporary relocation within the building to an alternate living space while work is completed will be in progress during the summer. This work may create some dust and paint/stain fumes. Noise disturbances from this work may occur from 7am to 6pm, Monday through Friday, and occasionally during weekends.

As with all major construction projects, there will be some level of disruption to occupants during this period. Prior to acceptance of these terms, applicants should consider the disruption to the living environment and regular services that may result from this work. Possible disruptions may include but are not limited to:

- a) Alternate temporary room assignment within International House.
- b) Noise, dust, fumes, and other disruptions during construction hours.
- c) Short-term disruption of utilities (i.e. water, electricity, internet, etc.)

2016 Summer Room and Board Rates

Room & Board includes program membership and internet access fees	Session A: 6 Week (May 22 – July 2) 41 Nights	Session B: 10 Week (June 5- Aug. 13) 69 Nights	Session C 8 Week (June 19 - Aug. 13) 55 nights	Session D: 6 Week (July 3 - Aug. 13) 41 Nights	Full Summer on A & D: (May 22- Aug. 13) 83 Nights	Session E: 3 Week (July 24 to Aug. 13)** 20 Nights
Double	\$2,460	\$3,450	\$2,805	\$2,501	\$4,150	\$1,440
Single	\$3,034	\$4,416	\$3,740	\$3,157	\$5,312	\$1,840
Premium Single	\$3,403	\$5,244	\$4,565	\$3,567	\$6,308	\$1,920
Meals per Session	60 meals	100 meals	80 meals	60 meals	120 meals	30 meals

**** We will accept Session E application only if spaces are still available after Session D has begun.**