

# NORTHFIELD OPTION

Carleton College is a residential college; therefore, all students, except those married or having dependent children living with them, must live in College-operated residences and participate in the College dining plan. The College recognizes the benefits associated with independent living environments and, as a result, offers a limited number of releases from the residency requirement through the Northfield Option program. Northfield Option is offered to seniors and juniors only.

## ELIGIBILITY

Northfield Option is part of the campus housing selection process and is based upon a seniority system--seniors have priority over juniors. Randomly assigned housing lottery numbers determine selection priority.

**WHO'S ELIGIBLE?** Students who will be classified as seniors and juniors beginning Fall Term of the following year are eligible to apply to live in non-College-owned housing.

**DO I NEED TO REAPPLY EACH YEAR?** **Yes, all students must reapply each year for Northfield Option.** Students who currently have Northfield Option are not guaranteed Northfield Option for the next year.

## HOW TO APPLY

**WHAT DO I DO?** You may request Northfield Option for yourself by putting your name on the Northfield Option Waitlist on The Hub. Select [Northfield Option Waitlist](#) under Residential Life and submit your name and proxy name (if you are currently off campus or will be off campus).

**HOW ARE OFFERS MADE?** Offers for Northfield Option are sent via campus mail.

***Do not sign a lease for off-campus housing until you have been offered Northfield Option and returned your form. A signed lease agreement does not guarantee that you will get Northfield Option.***

**HOW DO I ACCEPT IF OFFERED?** It is imperative that you return your acceptance letter by 5 p.m. on the date indicated on the approval letter. **Failure to respond by the deadline is interpreted as declining** Northfield Option and an offer is extended to another student.

## WHAT IF I DON'T RECEIVE AN OFFER?

- Seniors and juniors who apply for Northfield Option during the lottery number sign-up period and are not offered Northfield Option will remain on the wait list in order by lottery number.
- Seniors and juniors who apply for Northfield Option after the lottery number sign-up period will no longer be offered based on their lottery number but rather on a "first come, first served" basis according to class year, request date, and Fall Term enrollment status.
- If you do not receive an offer by late April, it is unlikely that you will receive an offer.

**NOTE: All publications referred to in this policy are available on our website (<http://apps.carleton.edu/student/housing/housing/>)**

## ADDITIONAL INFORMATION

**DOES THE COLLEGE HELP ME FIND HOUSING AND/OR INSPECT THE HOUSES?** No, students accepting Northfield Option assume full responsibility for their housing arrangements. There is, however, a listing of rental properties available on our website. Carleton College does not inspect or approve any non-College-owned housing. Additionally, Carleton College:

- 1) Advises students to ask landlords for a copy of a valid inspection report to insure the property is safe and meets all local codes.
- 2) Encourages students to request a copy of the Rental License (which assures the apartment is inspected every three years) from the landlord. If they are unable to secure a copy from the owner, please contact the Northfield Building Inspector (645-3004, 801 Washington St., Northfield, MN 55057).
- 3) Encourages students to read the Minnesota Attorney General's Office document entitled "Landlords and Tenants: Rights and Responsibilities" before obtaining housing. This document is available at [State of Minnesota Landlords and Tenants](#).

**ARE THERE BEHAVIOR EXPECTATIONS?** As stated in the Carleton Community Standards Policy, "The expectations, rules, and regulations...pertain to students on and off campus.... Student behavior occurring anywhere...will be a concern to the College...." This means that your behavior as a Northfield resident is bound by both the Carleton Community Standards and the laws and ordinances of the City of Northfield. Students must read and abide by the behavior expectations detailed in the publication, [The Neighborhood Experience](#) available online or from the Office of Residential Life.

**WHAT IF I CHANGE MY MIND ABOUT TAKING NORTHFIELD OPTION?** If you accept Northfield Option for the year and decide later that you would like to return to campus housing, you will need to submit a written request to the Office of Residential Life. Only if space is available will you be approved to return to College housing and you will be responsible for locating a vacancy in the halls/houses. Students approved to re-enter housing will not be given consideration for vacant singles.

**CAN I HAVE A MEAL PLAN?** Students may purchase any of the available meal plans (20 meal plan, Block 130, 12 meal plan, 5 meal plan, and/or Dining Dollars). The Meal Plan Change Request form is available online at Carleton College Dining Services. Another option is to purchase Schillers on the OneCard site, or from the Business Office or the Bookstore for use in the Snack Bar or either dining hall.

**CAN I HAVE A CAR?** Students with Northfield Option may maintain a motor vehicle in Northfield. The vehicle is considered an approved use vehicle under the present policy and you must contact the Security Services Office to obtain a permit. You are restricted from driving or parking on campus other than in the assigned parking lots. It should be noted that the City of Northfield has an ordinance requiring landlords to provide off-street parking for their tenants.

**WHAT ABOUT AN ADDRESS?** Addresses and phone numbers should be submitted to [ResLife@acs.carleton.edu](mailto:ResLife@acs.carleton.edu) for inclusion in the online directory. If you do not wish to have your address and phone number published, please contact the Dean of Students Office.

**IMPORTANT NOTE FOR WINTER AND SPRING TERMS:** If a vacancy occurs in your apartment, it is important to note that additional Carleton students may not be given Northfield Option for winter and spring terms. Northfield Option is granted only if all open spaces in campus housing are filled. It is possible that you will not be able to fill a vacancy in your apartment. You may want to consider listing your vacancy on the rental properties page on our website.

**WILL YOU BE ON AN OFF-CAMPUS STUDY OR LEAVE NEXT FALL?:** If you would like Northfield Option for any term, you will want to sign up in February. Most offers for Northfield Option for the following academic year are made by the end of May. Additional students are offered Northfield Option during the academic year only if all open spaces in campus housing are filled.

**FACULTY HOUSE-SITTING:** Faculty members sometimes seek out students to house-sit while they are on an off-campus program or sabbatical. Only those individuals who have been previously approved for Northfield Option are eligible to accept offers to house-sit for faculty.

**QUESTIONS?** Please contact the staff in the Office of Residential Life, Sevy G10, Ext. 4072 or e-mail [ResLife@acs.carleton.edu](mailto:ResLife@acs.carleton.edu).

## 2008-09 SCHEDULE

January 29	Lottery Numbers Posted.
January 31	First date to put your name on the wait list using your lottery number.
February 5	First offers made for Northfield Option. Only seniors will receive offers on this date.
February 13	Last day to put your name on the waitlist using your lottery number.
February 14	Additional offers will be made by lottery number.
February 14	Students putting their name on the waitlist on and after this date will have Priority by class, by request date and time, and fall term enrollment.

Offers will continue to be made in lottery number order until our designated goal has been met. Offers will be made to those who sign-up February 14 or later only if necessary. Those offers will be made by class year, request date, and Fall term enrollment status. If you do not receive an offer by late April, it is unlikely you'll be offered Northfield Option for fall term. It is possible additional offers will be made for Winter and/or Spring terms.