

# 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-owned 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.

## NEW THIS YEAR

**Northfield Option will be offered to Seniors only.** With the addition of Cassat and Memorial Halls, we will only need 100 seniors to live in non-College-owned housing. We continue to believe that seniors should receive the first opportunities to live in apartments in Northfield. Although, we are aware that frequently seniors are hoping to live with juniors in apartments off campus, we must caution that seniors may receive the only offers.

We will take **Northfield Option requests this year at 6 p.m. on Monday, February 16.** Seniors or proxies of seniors off campus this term are invited to come to Olin 149 for the Northfield Option Draw. Seniors will apply in order of lottery number. Randomly assigned housing lottery numbers will determine placement with 1001 being the best number available. There is no sign up this year before the Northfield Option Draw.

Like **Room Draw, seniors will be able to select roommates for the Northfield Option Draw.** Each senior will be allowed to include up to four other seniors in their request for Northfield Option. After sign up, seniors will have two weeks to secure an apartment and submit a confirmation that they are accepting Northfield Option.

**WHO'S ELIGIBLE?** Students who will be classified by the Registrar's Office as seniors 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.** In other words, 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 and up to four proposed roommates by attending Northfield Option Draw on February 16 and submitting your name and the names of your proposed roommates along with an Agreement to Reside in Northfield Housing which is available online. If offered, you and any proposed roommates will have two weeks to return the signed offer letter to Residential Life. If you are off campus, you must [designate a housing proxy](#) who can act on your behalf for the Northfield Option Draw.

**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 will be extended to another student.

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***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.***

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

- Seniors who apply for Northfield Option at the Northfield Option Draw on February 16 and are not offered Northfield Option will be placed on the wait list in order by lottery number.

### WHAT IF I DECIDE TO APPLY AFTER THE DRAW?

- Seniors who apply for Northfield Option after the Northfield Option Draw will no longer be offered based on their lottery number but rather on a "first come, first served" basis according to request date. Sign up after the Draw will be in the Office of Residential Life, Sevy G10.

**NOTE:** All publications referred to in this policy are available on our website ([go.carleton.edu/reslife](http://go.carleton.edu/reslife))

## 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:

- ✓ Advises students to ask landlords for a copy of a valid inspection report to insure the property is safe and meets all local codes.
- ✓ 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).
- ✓ 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. Students approved to re-enter housing will not be given consideration for vacant singles. If your number was used to draw a group of students off campus, you may return to campus only if all members of the group agree to return to campus housing or after you have lived at least one term in Northfield housing. 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.

**WHAT IF WE WANT TO CHANGE THE GROUP PARTICIPANTS?** A student included in the original group may decline to take Northfield Option. It will only be possible to include another senior approved from the wait list.

**CAN I HAVE A MEAL PLAN?** Students may purchase any of the available meal plans (20 meal plan, 12 meal plan, or 5 meal plan)). 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?** The College is required to have on file an address and phone number for inclusion in the online directory. Please submit to [ResLife@carleton.edu](mailto:ResLife@carleton.edu). If you do not wish to have this information public, please request a directory suppress by contacting the Dean of Students Office. Failure to provide accurate contact information to the College may result in a student's Northfield Option being revoked and being required to return to campus housing.

**IMPORTANT NOTE FOR WINTER AND SPRING TERMS:** If a vacancy occurs in your apartment, it is important to note that additional seniors will not be awarded Northfield Option to fill your vacancy. 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](#) of 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. 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@carleton.edu](mailto:ResLife@carleton.edu).

## 2009-10 SCHEDULE

January 27	Lottery Numbers Posted.
February 16	Northfield Option Draw in Olin 149, 6 p.m.
February 17	Additional offers will be made by lottery number if warranted. Students putting their name on the waitlist on and after this date will have priority by request date and time and fall term enrollment.

Offers will continue to be made in lottery order to seniors who sign up on February 16 until our designated goal has been met. Offers will be made to those who sign up February 17 and later only if necessary. Those offers will be made by request date and Fall term enrollment status. If you do not receive an offer by early March, it is unlikely you'll be offered

Northfield Option.