



## Student Housing Village Corporation

Office of Residence Life · 3115 Saunders Settlement Road · Sanborn, NY 14132 · 716-731-8850

### Security Deposit/Administrative Fee Policy 2025-2026 Academic Year

1. A \$200 security deposit and a \$75 non-refundable administrative fee are required in advance to become eligible for placement at Student Housing Village. Once you have completed the application, you can pay the \$275 deposit plus fee using a credit card, PayPal, Venmo, or Ideal. You may also pay in cash or Money Order at the Student Housing Village Office. Please make Money Orders payable to the Student Housing Village Corp. Personal checks are not accepted.
2. Security deposits will be refunded to applicants if their application is not accepted. In the event that an application is not accepted, the applicant may elect to be placed on the waiting list or request that their deposit and/or fee be refunded. Should the applicant request to be placed on the waiting list, his or her acceptance will be determined at the discretion of the Housing Office.
3. The \$200.00 security deposit and \$75.00 administrative fee assures compliance with the terms and conditions of the Student Housing Village Student Housing License Occupancy Agreement. The Student Housing License Occupancy Agreement is sent to students once a completed application, the security deposit and administrative fee is received by the Housing Office.
4. If the applicant must withdraw his or her application due to circumstances beyond their control, a refund of the \$200.00 security deposit may be issued if the applicant submits written request for release 60 days prior to their scheduled move-in date describing the circumstances and providing a copy of official third party documentation substantiating the reason beyond applicant's control. If the reason for the application withdrawal is due to a change or withdrawal from SUNY Niagara, the applicant must provide a letter indicating his or her intentions no later than 60 days prior to their scheduled move-in date.  
**Failure to adhere to this policy will result in the forfeiture of both the security deposit and administrative fee to the Student Housing Village Corp. Any student whose license is terminated FOR ANY REASON will forfeit their security deposit.**
5. You will receive a bill in August for the fall semester and mid-December for the spring semester. Amounts due are payable upon receipt. If financial aid will be utilized for housing charges, residents will be required to authorize direct payment to SHVC. The following charts outline payment schedules and amounts for the various room types.

Room Type	Academic Year	Semester Portion
1 Bedroom single	\$11,790	\$5,895
2 Bedroom single	\$10,840	\$5,420
4 Bedroom single	\$9,430	\$4,715
5 Bedroom single*	\$8,770	\$4,385
5 Bedroom large single*	\$9,100	\$4,550

\*5 bedroom suites do not include a living room

*Please note that available rooms are assigned at the discretion of the Housing Office and only after the initial application, deposit, administrative fee, License Agreement, and Signature Packet are submitted.*