

SUNY Maritime College Standard Operating Procedures

Employee Housing

Each employee who is granted special privilege to live in campus housing is issued a monthly maintenance letter which details the New York State Division of Budget bulletin, updated annually.

The term of each housing agreement is renewed annually. The permittee has two options for payment, due no later than the last day of each month: 1) automatic credit card deduction or a 2) monthly payment by check written out to SUNY Maritime College, delivered to the Office of Student Accounts no later than the last day of each month.

Each permittee also receives a monthly facilities occupancy agreement for their occupancy in the on campus residence. This facilities occupancy agreement details the terms and conditions provided by SUNY Maritime College and required of the permittee.

In particular, permission is granted to the permittee to reside on campus and may be revoked at any time from SUNY Maritime College without cause.

As with full time paid employees, student employees may also live on campus, either in residence halls or in other campus dwellings. They also receive a monthly maintenance letter detailing the New York State Division of Budget bulletin.

The term of each housing agreement is also renewed annually. Again, the permittee has two options for payment, due no later than the last day of each month. 1) automatic credit card deduction or a 2) monthly payment by check written out to SUNY Maritime College, delivered to the Office of Student Accounts no later than the last day of each month.

Each student employee permittee also receives a monthly facilities occupancy agreement for their occupancy in the on campus residence. This facilities occupancy agreement details the terms and conditions provided by SUNY Maritime College and required of the permittee.

In particular, permission is granted to the permittee to reside on campus and may be revoked at any time from SUNY Maritime College without cause.