

**LETTER OF UNDERSTANDING FOR
PROGRAM-PROVIDED HOTEL & LODGING ACCOMMODATIONS FOR STUDENTS ON CLINICAL ROTATION
2024-2025 Academic Year**

Please Read this Document before Signing

In consideration of the University of Michigan School of Dentistry's Community-based Collaborative Care & Education Program (CBCE) providing and paying for hotel/lodging accommodations (per night room rate and any applicable room taxes) to the below-named student during his/her clinical rotation, the student agrees to abide by and perform all obligations listed below.

- The hotel/lodging accommodations are for the student's use only. The student may not have members of his/her family travel with him/her on the clinical rotations without prior CBCE approval, and **the student shall be responsible for any and all costs associated with his/her family's travel, accommodations, and other related expenses.**
- After receiving approval from CBCE staff, the student may elect to stay with family or friends rather than in the provided hotel/lodging accommodations. **Under no circumstances shall the location where the student is staying interfere with the student's ability to arrive on time at the clinical rotation site.**
- The student agrees to abide by the hotel/lodging accommodations rules and regulations at all times.
- The student shall not act in any way or permit any activity in or at the hotel/lodging accommodations that causes injury or damage to the hotel premises or the University, or that results in an unreasonable disturbance to other guests of the hotel.
- The student shall maintain the hotel room/lodging accommodations in a clean and orderly condition for the duration of his/her stay and shall leave the hotel room in as good a condition as when they arrived.
- The student shall make no alterations or modifications to the hotel room/lodging accommodations.
- The student agrees to hold the University, its agents and employees harmless from all damage, liability, or loss sustained by the student or student's family members in the hotel/lodging accommodations. The student acknowledges that his/her conduct on the hotel/lodging premises shall be subject to the University of Michigan "Statement of Student Rights and Responsibilities," a copy of which can be found at <https://oscr.umich.edu/statement>.
- The student shall notify the front desk of the hotel first, followed by the office of CBCE, as soon as possible, of any hazardous or dangerous conditions that exist at the hotel/lodging accommodations.
- The **student shall be responsible for payment of any incidental charges** incurred at the hotel/lodging accommodations (e.g. phone calls, Internet access, room service, and any charges for damage that student may cause in the room).
- The fees associated with and incurred for having a pet(s) present – if permitted at the hotel/lodging accommodation – will be the sole responsibility of the student.

- Hotel rooms are available after 3:00 PM the day before the start of the rotation. Students who do not plan to use the hotel we are providing must inform CBCE staff of their intentions no later than the Wednesday prior to the start of their rotation. Cancellations must be made directly with the hotel after Wednesday. **Neglecting to notify the CBCE staff and/or the hotel's front desk may lead to the student being charged a no-show fee of \$85.**

By signing below, I agree to abide by the rules and regulations noted above.

Name:

UMID#:

Signature:

Date: