PURPOSE OF WORKBOOK

This workbook has two purposes. Primarily, it is designed to help you and your roommate arrive at decisions and arrangements which will make living together easier and help to avoid discomfort, aggravations, and resentments. In addition, the skills you will learn will be useful for you in the years to come.

Once you fill out the agreement make sure to refer to it throughout the year and keep it someplace safe. Have fun getting to know your roommate(s) and thriving at OSU.

ROOMMATES RIGHTS AND RESPONSIBILITIES

RIGHTS

• To have quiet personal study, and sleep space.
• Respect and safety of personal property.
• Be free of physical and/or emotional harm.
• Have free access to one’s room and facilities without interference.
• Personal privacy.
• Host guests, within established guidelines and providing they respect the rights of the roommate(s).
• Seek reasonable cooperation from roommate(s).
• Speak out openly on ideas, opinions, and grievances.

RESPONSIBILITIES

• Adhere to agreements set forth in the workbook.
• Comply with reasonable requests made by your roommate(s), landlord, neighbors, and community members.
• Monitor and accept responsibility for behaviors of guests.
• Report policy violations and safety concerns to Student Conduct and Community Standards appropriately.
• Respect the rights of others.
• Adhere to OSU’s Student Code of Conduct.
• Seek non-physical solution oriented approaches to conflict.
How to use this workbook

**Work Together:** Negotiating, by definition, involves at least two people. One person cannot “lay down” rules for both. Some exercises in the workbook are done alone for the purpose of preparing to negotiate, but most of the exercises are to be done together.

**Set Aside Time:** First, negotiating how to live together in harmony is important. It deserves your time and attention. Second, the skills you are using may not be familiar at first so you will need to give them your undivided attention. Later, as your skills develop, you will be able to negotiate spontaneously, as issues arise.

**Type In This Book:** The book is designed to be filled out digitally, space has been provided.

**STRUCTURE**

**Questions To Consider:** Think about these questions and how your answers might differ from those of your roommates. The intent of this section is to talk through these questions as roommates and determine how your interests and needs overlap or differ.

**Discussion Notes:** This is a place for you and your roommates to record the specific needs or requests of roommates.

**Agreement:** What did you decide on? After discussing the questions and taking some notes, make sure to write down what you agree on for a standard within your home. More importantly, how do you plan on talking about or resolving issues if they arise or if your needs change? If you and your roommates don’t agree, what are some conflict resolution strategies? Within the workbook, there are seven categories to discuss.
Questions to consider:
What times are visitors allowed to visit? Are visitors allowed when studying is taking place? Are guests allowed to stay overnight? How often/long can guests stay (Is it okay for people to stay over 5-6 nights a week)?

Discussion Notes:
Use this space to write down the needs/wants of specific roommates.

Agreement:
What do you agree to? How will you address problems?
Questions to consider:
How would you describe your level of cleanliness? Messy or neat? It can be helpful to put together a cleaning schedule for the upkeep of your home. Create a roommate chore chart by listing the necessary chores, dividing them up by person and assigning a time frame for completion. You can also use a variety of chore tracking apps like OurHome or Sweepy to keep track of the tasks you and your roommate(s) will perform throughout the week.

Discussion Notes:
*Use this space to write down the duties by preference of specific roommates.*

Agreement:
*How will you address problems?*
Questions to consider:
When do you usually go to bed and wake up? What time is too late or too early to watch TV or listen to music in the public space? How do you respectfuely respond to disruptions?

Discussion Notes:
Use this space to write down the needs/wants of specific roommates.

Agreement:
What do you agree to? How will you address problems?
Questions to consider:
When is your earliest class? Last class? When and where do you prefer to study? Can you study with the TV or music on?

Discussion Notes:
*Use this space to write down the needs/wants of specific roommates.*

Agreement:
*What do you agree to? How will you address problems?*
BORROWING

Questions to consider:
What items in your home can be shared? What items can be borrowed when asked? What items are off limits? What’s the best way to ask you if something can be borrowed if it’s unclear? How are you going to determine what can be shared in the fridge?

Discussion Notes:
Use this space to write down the needs/wants of specific roommates.

Agreement:
What do you agree to? How will you address problems?
SOCIAL EVENTS

Questions to consider:
What type of social events do you expect with your roommate(s) and friends? What kind of social environment do you want your home to be? How will you and your roommates connect with neighbors?

Discussion Notes:
Outline a plan that you and your roommates will use to prepare to host a gathering at your home. What means of communication are you going to use with roommates and neighbors? What is the impact of loud noises/parties on roommates and neighbors? What steps will be in place to ensure that neighbors are informed? Use this space to write down the needs/wants of specific roommates. This checklist may be helpful as you plan your event.

Agreement:
What do you agree to? How will you address problems?
MISCELLANEOUS CONSIDERATIONS

Questions to consider:
Who buys community used household products including toilet paper, paper towels and cleaning supplies? How are you going to handle the use of drugs and alcohol? Are there pets, how are they going to be cared for? How are the payment of bills divided up in the home?

Discussion Notes:
Use this space to write down the needs/wants of specific roommates.

Agreement:
What do you agree to? How will you address problems?
Discussion Notes:
What area(s) needs to be revisited? What will the roommates do if they feel this agreement isn’t being followed and they need to be renegotiated? How can you start up a conversation if problems arise?
It’s time to seal the deal! After agreement has been made place your signatures below.

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RESOURCES

Please know that there are resources to support you! Accessing campus resources is a great way to not only resolve conflicts but also to prevent them from happening. Please take a look at our website to explore available resources. You can access our website by visiting this link: http://studentlife.oregonstate.edu/studentconduct