

# DOUBLE SINGLE ROOM REQUEST

NAME \_\_\_\_\_ HALL \_\_\_\_\_ ROOM \_\_\_\_\_

APPLYING FOR A DOUBLE/SINGLE BEGINNING: SEMESTER \_\_\_\_\_ YEAR \_\_\_\_\_

1. Double/singles will only be guaranteed for one semester at a time. However, your signature below indicates your willingness to pay the associated fee for the following semester in the event your room remains a double/single for the entire year. It is your responsibility to inform your Area Director if you wish to have a roommate at the beginning of a new semester.
2. No specific room can be guaranteed.
3. The double/single room fee is an additional \$700/semester, which will be charged to your student account once final residence hall occupancy can be determined and double/single awarded.
4. All policies that apply to living in the residence halls also apply to double/single rooms. This includes policies regarding off campus guests and pets. Refusal to comply with these policies may result in the termination of this request as well as other actions deemed necessary by the RA, AD, or the Office of Campus Living.

## PRIORITY POINTS

1. Enter the number of semesters you have lived on campus: \_\_\_\_\_
2. Enter the number of semesters you have lived in your current residence hall: \_\_\_\_\_
3. During the semester you are applying for, your class standing will be: \_\_\_\_\_

**FR** = 1 point, **SO** = 2 points, **JR** = 3 points, **SR** = 4 points

**TOTAL POINTS** \_\_\_\_\_

*My signature indicates I have read and understand the terms listed above. The information provided is accurate.*

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**YES** - If I am awarded a double/single for the semester. I realize my account will be charged the additional fee for the current semester as well as the subsequent\* semester, if occupancy allows. \_\_\_\_\_

Student Initials

**NO** - I have been offered a double/single room for the semester but choose not to avail myself of that option. I understand that I may be asked to consolidate with another resident for the semester or, I will accept a roommate at any time during the semester. I agree that my room will be clean and ready to accept a roommate. If I fail to cooperate with Campus Living staff, my account will be charged the fee for a double/single room. \_\_\_\_\_

Student Initials

\*subsequent semester will be charged for spring in the instance of fall application (if occupancy allows)

**STAFF SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_