



SUMMER HOUSING APPLICATION

DUE: March 28, 2019

\$50 LATE APPLICATION FEE

Name _____ Cell Phone # _____

Current Residence Hall & Room # _____

Room priority is given to students who plan to stay on campus for the longest period of time and who have the highest class standing. Preference for a specific room assignment is given to the student who currently resides in that room or is scheduled to live in the room next semester. Room preferences will be lost if this application is turned in after March 28th.

Summer Housing is charged at a rate of \$150 per week (Sunday – Saturday). If a student does not stay the entire month/week, their rent will be prorated based on their check out date (\$25 per day). Each month the student will receive an invoice indicating charges for that month. Payment in advance is required and is due to the Cashier’s Office in the Harrup Administration Building on the 1st of the month. **If payment is not received by the 5th of the month, a late fee will be assessed. If payment is not received within two weeks, the student will be asked to vacate housing.**

- **Summer Relocation Meeting: A mandatory meeting will be held in Cardone 106 on Wednesday, April 17th at 9:15 pm. Failure to attend this meeting may disqualify the student for Summer Housing.**
- **Relocation from the student’s spring room to summer room must be done on Sunday, May 5th. Check-In with Summer RA will be from 9am-1pm on May 5th. Then Check-Out of Spring Housing will be from 11-6pm.**
- The student must first meet with the Summer RA to check in to the summer room. Then they must meet with the Spring RA to check out of the spring room assignment.
- If the student’s summer housing begins or ends at any other point in the summer, the student must check in and out with the summer RA before moving and turn in their key to the RA.
- **Relocation from summer to Fall housing will take place on Friday, July 26th. All students in Fall 2019 housing must relocate to their Fall housing room on this date.**
- **Students must go to Fall Housing room, complete the room condition form, sign it, then return it to Director of Housing on July 26th to receive their Fall Housing Room Key.**
- Agree that if the student is in need of an air conditioning unit, they will fill out the Air Conditioning Unit Order Form located on myValleyForge under the housing tab and submit the order form to the Director of Housing.

1. I plan to live on campus for the following month(s): 2. I plan to stay on campus due to: *(Please check all that apply)*

- | | |
|---------------------------------|---------------------------------------|
| <input type="checkbox"/> May | <input type="checkbox"/> Internship |
| <input type="checkbox"/> June | <input type="checkbox"/> Work |
| <input type="checkbox"/> July | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> August | |

3. I have a job that will fulfill my financial responsibilities for Summer Housing: Yes No

4. _____ I commit to transition out of Spring housing and into Summer housing on Sunday May 5th, 2019.

_____ I commit to transition out of Summer housing and into Fall housing on Friday, July 26th, 2019.

_____ I agree to check out and check in at the time I sign up for, and agree to pay a \$50 charge if I fail to do so.

I understand that approval for on campus summer housing is contingent on my behavioral and financial standing with the University, my completed pre-registration for the Fall 2019 semester (if not a Spring 2019 graduate), and the availability of housing. **I also understand that my application will only be accepted upon approval from the Business office, which will be noted below.** My signature below attests that I agree to abide by all Student Handbook guidelines throughout the summer months, including the fire safety guidelines.

Signature: _____ Date: _____

