



**Student Housing Agreement Cancellation Form**

**FALL 2020**

I am submitting this form to cancel my Student Housing Agreement. I have read and fully understand the Student Housing Agreement obligations and will adhere to its specifications.

**Name:** \_\_\_\_\_ **University ID#:** \_\_\_\_\_

**Classification:** \_\_\_\_\_ **Current Room Assignment:** \_\_\_\_\_

**Home Mailing Address:** \_\_\_\_\_

**Permanent Phone #:** \_\_\_\_\_

**Reason for Cancellation:** \_\_\_\_\_

**Semester of Cancellation:**  FALL  SPRING  SUMMER **YEAR: 20** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The Student Housing Agreement may be cancelled, if the Office of University Housing receives a notice of cancellation in writing on or before the deadlines stated in the Student Housing Agreement. The \$200 application fee is non-refundable.

**FALL CANCELLATION FEES AND TIMELINE  
(Incoming Fall Students ONLY)**

DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
JULY 23 - AUGUST 2	\$200	\$0
AUGUST 3 - AUGUST 15	\$350	\$150
AUGUST 16 - AUGUST 31	\$500	\$300
AFTER AUGUST 31	THE ENTIRE SEMESTER'S RENT	BASED ON ROOM ASSIGNMENT

**SPRING CANCELLATION FEES AND TIMELINE  
(Incoming Spring Students ONLY)**

DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
ON/BEFORE NOVEMBER 1	\$200	\$0
NOVEMBER 2 - DECEMBER 1	\$300	\$100
DECEMBER 2 - DECEMBER 15	\$350	\$150
DECEMBER 16 - FIRST DAY OF CLASSES	\$500	\$300
AFTER THE FIRST DAY OF CLASSES	THE ENTIRE SEMESTER'S RENT	BASED ON ROOM ASSIGNMENT

**SUMMER CANCELLATION FEES AND TIMELINE (SESSIONS "A" & "C")**

	DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
<b>NEW/ TRANSFER STUDENTS</b>	ON/BEFORE APRIL 15	\$200	\$0
	APRIL 16 - MAY 1	\$350	\$150
	MAY 2 - FIRST DAY OF CLASSES	\$500	\$300
	AFTER FIRST DAY OF CLASSES	ENTIRE SEMESTER RENT	BASED ON ROOM ASSIGNMENT





RETURNING STUDENTS	DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
	APRIL 16 - MAY 1	\$200	\$0
	MAY 2 - May 30	\$500	\$500
	AFTER June 1	ENTIRE SEMESTER RENT	BASED ON ROOM ASSIGNMENT

**SUMMER CANCELLATION FEES AND TIMELINE (SESSIONS "B")**

NEW/TRANSFER STUDENTS	DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
	ON/BEFORE MAY 15	\$0	\$0
	MAY 16 - MAY 30	\$350	\$150
	JUNE 1 - FIRST DAY OF CLASSES	\$500	\$300
	AFTER FIRST DAY OF CLASSES	ENTIRE SEMESTER RENT	BASED ON ROOM ASSIGNMENT

RETURNING STUDENTS	DEADLINE DATES	STUDENT'S CANCELLATION FEE	BALANCE DUE
	MAY 16 - MAY 30	\$200	\$0
	AFTER JUNE 1	ENTIRE SEMESTER RENT	BASED ON ROOM ASSIGNMENT

**FOR OFFICIAL USE ONLY - STUDENTS DO NOT WRITE BELOW THIS LINE**

Approved/Date: \_\_\_\_\_

Cancellation Fee: \_\_\_\_\_

Staff Signature: \_\_\_\_\_

Processed Date: \_\_\_\_\_

