

Private Room Agreement

Please read the following information carefully!

Unless other wise indicated this agreement is binding for the remainder of the academic year, **however it does not entitle the student to private room for the next academic year or semester of enrollment.** The Department of Residence Life reserves the right to cancel all private room agreements for the following semester if enrollment numbers dictate an increase in the number of students needing housing.

Once this form is completed, the private room rate will be applied to the students account and must be paid within 24 hours.

The student will only be released from this agreement by either moving into a double occupancy room with another student or by having another student move in with them. Such moves must be approved by the Residence Life Office. In such cases, the private room rate will be prorated to reflect the amount of time the room was private.

Private room fee: _____ Semester: _____

By signing below, I acknowledge that I have read the terms of this private room agreement. I understand that this agreement does not entitle me to a private room for the next academic year or semester of enrollment.

Hall and room #: _____ Date: _____

Student Signature: _____ Student ID #: _____

Parent Signature: _____

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For Office Use Only

Private Room Fee _____ Semester: _____

Staff Approval: _____ Date: _____

Changed on Roster: _____

Changed in Banner: _____