DEPARTMENT OF RESIDENCE SERVICES
WINTER BREAK 2014-2015
HOUSING APPLICATION & CONTRACT
PRIORITY APPLICATION DUE DATE: MONDAY, DECEMBER 1ST BY 5:00 PM

PLEASE PRINT:

Name: _______________________________________________ Student ID: ____________________________
Residence Hall & Room#: _______________________________ Contact/Cell Phone: _____________________

Sex: □ Female □ Male
KSU Email: ____________________________
Class Standing: □ Freshman □ Sophomore □ Junior □ Senior □ Graduate Student
□ Incoming International Student (spring semester) Other: ____________________

I would like to request housing for the dates listed below. Please circle ALL the dates for which you need housing.

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<th>December</th>
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<td>January</td>
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The associated cost for Winter Break Housing is $25 a night for all assignments. You must check out by noon (12:00pm) on the day following your last contracted night or you will be charged for an additional day of Winter Break Housing. Residents who stay the entire winter break period – 12/12 through 1/10 will be eligible for a 10% rate reduction.

Please specifically describe your reasons for requesting break housing:

_____________________________________________________________________________
_____________________________________________________________________________

(continue on reverse side if necessary)

Residence Halls close for Winter Break at 7:00 PM on Friday, December 12 and will reopen on Sunday, January 11 at 9:00 AM. Break Housing will be available in Beall, Centennial Court C & D, Engleman, Koonce, Leebick, McDowell and Wright Halls. Break Housing is limited and is NOT GUARANTEED to all that apply. Application for Break Housing is subject to review and can be denied by the Department of Residence Services. Assignments are made on a space availability basis only. If necessary, students may be assigned to a vacant double room in a winter break building with another winter break resident. Those students with the greatest need will be assigned first (i.e. graduate and non-traditional, out of state students, etc.) and priority will be given to those students staying the entire break. Due to the extreme space limitations, if you contract for a night and no longer need it, but do not cancel or modify your contract before that date you will still be charged for the night’s usage as we have denied another student’s stay.

I have read and understand the above statement.

Signature: ____________________________________________________ Date: ______________________

ALL APPLICATIONS MUST BE RETURNED TO THE DEPARTMENT OF RESIDENCE SERVICES, KORB HALL RECEPTION DESK BY MONDAY, DECEMBER 1, 2014 AT 5:00PM.
APPLICATIONS SUBMITTED AFTER THIS DATE WILL BE ACCEPTED AS SPACE IS AVAILABLE. WINTER BREAK APPROVAL LETTERS WILL BE EMAILED TO STUDENTS BEGINNING WEDNESDAY, DECEMBER 3, 2014. PLEASE CHECK YOUR KENT STATE EMAIL ADDRESS!