**Intersession Housing Agreement**

This housing extension form is for use by students with existing RH Agreements for the time/semester before and after the intersession period. **THIS FORM MUST BE SUBMITTED TO THE BUSINESS OFFICE.**

Name: ___________________________ Student SE ID #: __________________

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Current Assignment: North Hall Shearer H&S Chickasaw Hall Choctaw Hall

Room #: ___________________________________________ Cell Phone #: __________________

I plan to stay for the following days:

_____ The entire intersession (I understand that I may be required to relocate.)

_____ I am enrolled for the semester following this intersession.

_____ I plan to check-out late on the following date: __________________

(I understand that I must schedule a check-out appointment with Residence Life at least 24 hours before I plan to check-out.)

_____ I plan to check-in early on the following date: __________________

(I understand that I must schedule a check-in appointment at least 24 hours in advance.)

The reason that I need to remain on campus during the intersession is:

_____ I am enrolled in the following class(es): __________________________

_____ I am requesting approval to remain on campus for the following reason:

I understand that I must receive written approval to stay on campus prior to submitting this form to the Business Services Office.

I have submitted a RH Agreement for next semester. (Circle one): Yes or No (If you have not submitted a RH Agreement for next semester, we may not be able to accommodate Intersession Housing.)

RHD or DHRL approval: __________________________ Business Office Approval: __________________________ Date: ________

I agree to the following charges:
The price per night during all intersessions is $15/night. Discounts are given for full intersession and/or for submitting this agreement in advance.

Submitted to Business Services by 5:00 p.m. two weeks (336 hrs.) before the halls close: ($2/night reduction)

_____ Full Intersession (+$1/night reduction) $12/night X ___ nights = _______ total.
_____ Part of Intersession $13/night X ___ nights = _______ total.

Submitted to Business Services by 5:00 p.m. one week (168 hrs.) before the halls close: ($1/night reduction)

_____ Full Intersession (+$1/night deduction) $13/night X ___ nights = _______ total.
_____ Part of Intersession $14/night X ___ nights = _______ total.

Submitted to Business Services within one week (168 hrs.) of halls closing:

_____ Full Intersession (+$1/night deduction) $14/night X ___ nights = _______ total.
_____ Part of Intersession $15/night X ___ nights = _______ total.

I understand that all regular Residence Hall Policies remain in effect, except that there is a strict No Visitor Policy during the intersession. I understand that any Policy Violation during the intersession may result in immediate cancellation of my Intersession Housing Agreement and that I will forfeit the intersession charges and may be subject to additional disciplinary action. **I understand that I may be required to relocate to my next semester assignment on designated dates that are posted in the halls and at the Residence Life Office and that failure to relocate within the specified time frame will result in a $50/day charge and additional disciplinary action. I agree to comply with all policies and agree to charges as stated above.**

**I UNDERSTAND THAT ALL CHARGES ARE NON REFUNDABLE.**

Signature: ___________________________ Date: __________________

Business Office Use

<table>
<thead>
<tr>
<th>Enrolled: _______</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance: _______</td>
</tr>
<tr>
<td>Balance from: ___</td>
</tr>
<tr>
<td>Date: _______</td>
</tr>
<tr>
<td>Staff: _______</td>
</tr>
</tbody>
</table>

Updated 4/13/15 kd