Housing Cancellation Notice Form

Year: ______

- Fall
- Spring
- Summer 1st Session
- Summer 2nd Session

Last, First and Middle Name: _________________________________________

Student ID Number: _________________________________________

Residence Hall and Room Number: _________________________________________

Email Address: _________________________________________

Current Classification:
- New Freshman
- Sophomore
- Junior
- Senior
- Graduate
- Junior
- Other

Reason(s) for cancellation (please check all that apply):
- Graduating
- Co-op/Intern
- Withdrawing from the University
- Academic Suspension/Expulsion
- Not Returning to SSU next semester (will not be registered at SSU)
- Military duty
- Living at home due to Financial Issues
- Transferring to another college/university
- Other___________________________

Students, who complete this contract, enroll for classes at SSU, and fail to honor this contract will be held financially responsible for 50% of the room charges for the semester. Prorated amount of the board/meals and unlimited laundry charges still apply. Students, who do not cancel their housing application/contract two (2) weeks prior to the move-in day for fall semester and two (2) days after December graduation for the spring semester.

Please Note: At a later date, lists of registered/non-registered students, academically suspended students, graduating senior, etc, will be carefully reviewed and relevant charges will be assessed wherever applicable to this Housing cancellation.

Please take a minute to expand upon you reasons for canceling. Your responses are appreciated and will be kept in confidence. Please check all that apply.
- Preference for private bedroom
- Small Size of room
- Poor economy, need to live at home
- To live with friends
- Rules, regulations and policies in general
- Visitation Restrictions
- Alcohol restrictions
- Noise
- Policies not enforced
- Quiet hours not enforced
- Too expensive

Please check the one category that best describes the type of housing in which you are moving to:
- Apartment building
- Mobile home
- Duplex/Townhouse
- Parent’s house
- Rented room in a house
- Detached house

My Signature indicates that I am terminating my Student Housing application/contract on _____________.

I understand that once I cancel the housing application/contract the Room Reservation Fee will be forfeited according to the cancellation Schedule above.

______________________________________ _________________________
Student Signature     Date