

2008-2009 Housing Contract Waiver Form

Return completed form to 2419 Friley Hall

Housing Contract Waivers are available only for those on-campus residents who will be absent from campus due to participation in a **University-recognized, for credit** student teaching, co-op, internship, or study abroad program. Please be aware that the student teaching, co-op, internship, or study abroad program must be a **non-commutable** distance from campus to qualify for exemption from the cancellation penalty.

Student Information - Please Print Clearly

Last Name: _____ First Name: _____ UID#: _____

2008-2009 Assignment: Hall/Bldg.: _____ House: _____ Room/Apt. #: _____

How can we contact you while you are away on your student teaching, co-op, internship, or study abroad program:

E-mail: _____ Phone: _____ Other: _____

Waiver Type - Please select which type of Contract Waiver you are submitting:

- Fall 2008 Semester Only Waiver** - You will be gone all or part of fall 2008 and will return to on-campus housing for spring 2009.
 - Sign and submit this form *and* complete a 2008-2009 Housing Contract.
 - You will not be billed a cancellation penalty for fall 2008. You will be charged a prepayment, which will be applied to spring 2009.
 - If you decide to cancel the spring portion of your Housing Contract, the March 1, 2008 cancellation deadline still applies. Enrolled students who cancel the contract after the deadline will incur a penalty of 80% of the remaining value of the entire contract – both housing and dining (if applicable). There will be no refund for unused Dining Dollar\$ and un-issued Dining Dollar\$ will be issued and billed at face value
 - Beginning December 1, you will have the option of selecting your own spring 2009 assignment on Access Plus or having the DOR Administrative Services office select an assignment for you using the information below.
- Spring 2009 Semester Only Waiver** - You lived on-campus fall 2008 and will be gone all or part of spring 2009.
 - Sign and submit this form.
 - You will not be billed a cancellation penalty for spring 2009 and your prepayment will be refunded once you check out of university housing at the end of fall semester and your program registration has been verified.
 - If you will to return to on-campus housing for the 2009-2010 academic year, you should complete a contract online. On-line contracts will be available in early December 2008.
 - If you complete a 2009-2010 contract prior to May 8, 2009 you will have the option of choosing your own space on Access Plus. After May 8, a space will be assigned for you using the information below.
- Both Fall 2008 Semester and Spring 2009 Semester Waiver** - You will be gone both fall 2008 and spring 2009.
 - Sign and submit this form.
 - You will not be billed a cancellation penalty and your prepayment will be refunded once your spring program registration has been verified.
 - If you wish to return to on-campus housing for the 2009-2010 academic year, you should complete a contract online. On-line contracts will be available in early December 2008.
 - If you complete a 2009-2010 contract prior to May 8, 2009 you will have the option of choosing your own space on Access Plus. After May 8, a space will be assigned for you using the information below.

Program Information - Please Print Clearly - (For medical or military waivers, please list medical or military for program name)

Type of Program: _____ With Whom: _____

Program Location: City _____ State _____ Zip _____ Country _____

Program Start Date: _____ Return Date: _____

Return Assignment Preference Information - I am aware assignment preferences cannot be guaranteed.

Please check one of the following:

- I will retain possession of my current assignment. I understand that I will be required to pay for this space during my absence.
- I will vacate my assignment and choose my own return assignment on-line using Access Plus. If I do not select my own assignment, I am aware that the DOR will make an assignment for me using the information I provide below.
- I will vacate my assignment. I ask that the DOR make a return assignment for me using the information I provide below.
- I will not return to on-campus housing. I am aware that this does not release me from my spring contract if I remain a student at ISU.

Area/Building Preferences – Rank the following with 1 being your first choice.

____ Barton/Lyon/Freeman ____ Linden ____ Eaton/Martin ____ Buchanan ____ University Village
____ Birch/Welch/Roberts ____ Maple ____ Friley ____ Wallace ____ Schilletter Village (family housing)
____ Larch/Willow ____ Oak/Elm ____ Helser ____ Frederiksen Court

Room Type Preferences – Rank the following with 1 being your first choice. All options are not in all buildings. Review the DOR Web site for details.

____ Single room or suite ____ Double room or suite ____ FC 2 bedroom ____ FC 4 bedroom ____ UV private ____ UV shared

Request for a specific assignment or roommate: