

2007-2008 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#: \_\_\_\_\_

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 2007 Semester Only Waiver** - You will be gone all or part of fall 2007 and wish to return to on-campus housing for spring 2008.
  - Sign and submit this form *and* complete a 2007-2008 Housing Contract.
  - You will be charged the prepayment.
  - If you decide to cancel the spring portion of your Housing Contract, the March 1 cancellation deadline will apply. Enrolled students who cancel the contract after the deadline will incur a penalty of 80% of the value of the room and board (if applicable) contract.
  - Beginning December 1, you will have the option of selecting your own spring 2008 assignment on Access Plus or having the DOR Administrative Services office select an assignment for you using the information below.
- Spring 2008 Semester Only Waiver** - You lived on-campus fall 2007 and will be gone all or part of spring 2008.
  - Sign and submit this form.
  - You will not be billed a cancellation penalty for spring 2008 and the unused portion of your prepayment will be refunded once you check out of the halls at the end of fall semester and your program registration has been verified.
  - If you wish to return to on-campus housing for the 2008-2009 academic year, you should complete a contract online. On-line contracts will be available in early December 2007.
  - If you complete a contract prior to May 9, 2008 you will have the option of choosing your own space on Access Plus. After May 9 a space will be assigned for you using the information below.
- Both Fall 2007 Semester and Spring 2008 Semester Waiver** - You will be gone both fall 2007 and spring 2008.
  - Sign and submit this form.
  - You will not be billed a cancellation penalty and your prepayment will be refunded once your program registration has been verified.
  - If you wish to return to on-campus housing for the 2008-2009 academic year, you should complete a contract online. On-line contracts will be available in early December 2007.
  - If you complete a contract prior to May 9, 2008 you will have the option of choosing your own space on Access Plus. After May 9 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)

Program Name: \_\_\_\_\_ Academic Dept.: \_\_\_\_\_

Program Location: City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Leave 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    \_\_\_\_ Schilleter Village  
\_\_\_\_ Larch/Willow    \_\_\_\_ Oak/Elm    \_\_\_\_ Helser    \_\_\_\_ Frederiksen Court    (family housing)

Room Type Preferences – Rank the following with 1 being your first choice. All options are not in all buildings. Review the DOR Website 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: \_\_\_\_\_