



APPLICATION FOR STAYING ON CAMPUS DURING BREAK PERIODS



Students requesting to stay for any break period must fill out the application below and return the application to the Housing Office.

Name & ID Number:	
Residential Location:	

Select the break for which you are requesting on campus housing:

<input type="checkbox"/>	Thanksgiving Break	<input type="checkbox"/>	Winter Break	<input type="checkbox"/>	Spring Break	<input type="checkbox"/>	Summer Break
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Specify Dates, ONLY IF NOT STAYING FOR ALL OF BREAK:	
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Please Note: Applications are not required for Labor Day, Fall Break, MLK Day, or Easter weekend.

Select the following reason(s) for requesting on campus housing during a break:

<input type="checkbox"/>	Employment	<input type="checkbox"/>	Academic/Athletic	<input type="checkbox"/>	Financial	<input type="checkbox"/>	Transportation
<input type="checkbox"/>	International	<input type="checkbox"/>	Family Related	<input type="checkbox"/>	Late Departure	<input type="checkbox"/>	Summer Rent*
<input type="checkbox"/>	Other, Specified:						

Reasons for Staying: The only students that are allowed to stay in the residence halls without charge are those students that have official reasons that are directly connected to the College. These persons include students that have to stay for athletic games and practices, students employed by the college, students that are doing student teaching, students that are involved in staff training, and students experiencing hardships.

Permission to Stay on Campus: Permission to stay in on-campus housing when the residence halls are closed is a privilege. Permission for official reasons must be sought and obtained from the Director of Housing or Dean of Students. Students may be assigned to a different room for a break to consolidate the residents and close entire buildings.

Food Service: Students are responsible for their own meals during breaks. The use of residence hall kitchens is permitted. **Campus Dining Services (including the Dining Hall) are not available during the break periods.**

Residence Life Agreement: All conditions stated in the Residence Life Agreement and in the Student Handbook apply to students staying during break. The Office of Student Development can deny applications based on prior student conduct. **There is no room or lounge visitation during all vacation periods.** All outside doors will be locked at all times.

Safety Concerns: Each student approved to stay assumes responsibility for safety of the building. Outside doors must be locked at all times. Fire alarm systems will be left on. Campus Safety is informed about the students who are approved to stay and their housing locations.

Cost of Staying: There is a \$10.00 charge per day for those authorized to staying on-campus during a break. For unauthorized students, the charge is \$25 per day. **For students that are financially unable to pay, you will need to meet with the Director of Housing prior to the break occurring to discuss a solution.** (*Summer Rent is charged through the Business Office and is subject to length of stay per month.)

Student Signature:		Date:	
Student Development Signature:		Date:	