



MarymountManhattan

Submit completed application to the Office of Residence Life (Carson Hall 807) by Monday, December 2 at 5pm

2020 January Housing Request Form {CSQ}

Name (print) _____ Student ID _____
Cell Phone Number _____ Residence Hall _____ Room _____
Date you plan on returning (Must be after 12 noon on January 4) _____



To be approved for January Housing a completed application includes:

- You must be registered for full-time status for the Spring semester.
- A copy of your Spring semester schedule must be submitted with this application.
- If you are on Conduct Probation, you need to submit a *Special Petition Form* and meet with the Director or the Assistant Director of Residence Life prior to submitting this form.
- You do not need to pre-pay the January Housing fee; it will be posted to your account once you are approved.



Cost:

Early bird rate (on or before December 2): \$200

Regular rate (after December 2): \$300

Residents wishing to return at any point in January, up to January 30, will need to submit a January Housing Request Form and pay for January housing. The fee cannot be pro-rated.



What's Next?

By December 6, the Office of Residence Life will send you an e-mail approving or denying your request; the housing fee will then be added to your account.

Important Info:

- Should you withdraw from the January term on or before January 4, there is a 50% penalty fee. If you withdraw from the January term on or after January 5, there is no refund of the January housing fee.
- Please be aware that your Dining Dollar options will be extremely limited during January session. You can use your remaining Dining Dollars from Fall semester or add Dining Dollars. Spring Dining Dollars are not activated until the Spring semester begins.
- There are no modifications to the guest policy during January term.
- The Residence Halls are closed from noon on December 20 – noon on January 4. There is no access to your room or mailbox during this time.

