

SUMMER HOUSING REQUEST FORM

(Course for credit, Internship, or Employment)

Gustavus Adolphus College

FOR OFFICE USE ONLY

Date: _____

Assignment: _____

APPLICATION DEADLINE: May 12, 2008

CHECK ONE—REASON FOR HOUSING

Enrolled for course credit or internship

If enrolled for course credit or enrolled for an internship in the area (on-campus or off-campus), you are eligible to be housed on campus during the period defined by your supervising faculty or Internship Coordinator. **Your sponsoring faculty or the Internship Coordinator MUST complete the information below.**

Working on campus during the summer

If working on campus, you are eligible for summer housing. **Your supervisor for EACH work position MUST complete the information below and you must be employed at least half-time (20 hours per week) among all of your positions to qualify for summer campus housing.** Contact Jeff Thomae (x7529) with questions.

CHECK ONE—DATES REQUESTED FOR HOUSING

Option 1: All Summer (June 3 – August 30)

Includes housing in College View from June 3-August 12, housing in the Southwest Hostel from August 12-23, and housing as an early arrival in fall space from August 23-30.

Option 2: College View Only (June 3 – August 12)

Student accounts will be billed approximately July 1, Aug. 1 & Sept 1.

Option 3: Part of Summer (June 3 – August 30)

Charges for housing in College View are calculated by week and reported to student accounts approximately July 1, Aug. 1 & Sept. 1.

ARRIVAL DATE: _____

DEPARTURE DATE: _____

Students will be housed in College View Apartments (four students to an apartment). The summer housing rate is \$42.50 per week and billing begins June 3. Students will be billed monthly for summer housing by Student Accounts and will need to pay for those charges. **Students may live in summer housing only for the time period their class/internship or the term of their employment.** Applicants for Summer Housing must be entering, current, or graduating Gustavus students.

#1: COMPLETED BY SUPERVISOR, FACULTY, or INTERSHIP COORDINATOR – PLEASE PRINT INFORMATION

Department, Office or Program

Supervisor, Faculty/Internship Coordinator

Signature, Faculty/Internship Coordinator

Employment Start Date

Employment End Date

Weekly Hours Contracted for Position

Supervisors & faculty are responsible for contacting the Residential Life Office if the student's class or employment is terminated.

#2: COMPLETED BY SUPERVISOR, FACULTY, or INTERSHIP COORDINATOR – PLEASE PRINT INFORMATION

Department, Office or Program

Supervisor, Faculty/Internship Coordinator

Signature, Faculty/Internship Coordinator

Employment Start Date

Employment End Date

Weekly Hours Contracted for Position

Supervisors & faculty are responsible for contacting the Residential Life Office if the student's class or employment is terminated.

TO BE COMPLETED BY STUDENT – PLEASE PRINT ALL INFORMATION

Name

ID#

Gustavus E-Mail address

Summer/Mobile Phone #

Current Hall & Room Assignment

2008-2009 Hall & Room Assignment

REQUESTED ROOMMATES:

Requested roommates must be mutual. Roommate requests for groups not housed for the same time period will be honored on a space available basis.

I verify that I have read and understand the information and expectations contained in this document and in the Summer Housing information provided by Residential Life. Further, I agree to abide by the "Terms and Conditions of Residence" in the **Housing Contract and Handbook**, the provisions in the **Code of Student Conduct**, other College policies published in the **Gustavus Guide** and elsewhere (available on the Gustavus website).

SIGNATURE: _____ **DATE:** _____

Please return this completed request to the Residential Life Office by May 12, 2008.