# **Summer Housing Request ForM**

# **For Research Students**

# Gustavus Adolphus College

**\* \* \* \*FOR OFFICE USE ONLY\* \* \* \***

**Date:**

**Assignment:**

**APPLICATION DEADLINE: 4:30pm on May 7, 2014**

### TO BE COMPLETED BY STUDENT – PLEASE PRINT ALL INFORMATION

**Name (first/given, last/family name) ID# Gustavus E-Mail address Summer/Mobile Phone #**

**Current Hall & Room Assignment Sex/Gender 2014-2015 Hall & Room Assignment**

# **REQUESTED ROOMMATES:**

*Requests must be mutual and are not guaranteed. Discrepancies in roommate requests will be given back to the students to work out. Roommate requests for groups not housed for the same time period will be honored on a space available basis. No room changes will occur after assignments are made.*

**NOTE: Students who live in “old” College View and request summer housing that begins immediately after the end of the school year will be required to move on June 2 or June 3. Students living elsewhere on campus who request summer housing that begins immediately after the end of the school year will remain in their current housing assignment until Wednesday, June 4.**

**Check One—DATES REQUESTED FOR HOUSING**

* **Option 1: All Summer (June 4 - September 1)**

Includes housing in College View from June 4-August 15, housing in the Southwest Hostel from August 15-23, and housing as an early arrival in your fall assignment from August 23 – September 1. Charges are calculated at $270.00 per month/$67.50 per week and reported to student accounts approximately July 1, August 1, and September 1.

* **Option 2: College View Only (June 4 – August 15)**

Charges for housing in College View are calculated at $270.00 per month/$67.50 per week and reported to student accounts approximately July 1, August 1, and September 1.

* **Option 3: Part of Summer (Specify dates between: June 4 – September 1)**

Charges for housing in College View/Southwest are calculated at $67.50 per week/$270.00 per month and reported to student accounts approximately July 1, August 1, and September 1.  Example:  Housing from June 13—July 4 would be 3 weeks ($202.50) and processed for billing about August 1.

**ARRIVAL DATE: DEPARTURE DATE:**

**NOTE: Students living in summer housing as of Aug. 15 will be allowed to place belongings into their fall assignments.**

The student listed above will be performing research on campus and is eligible for summer housing. **The supervising faculty member must complete the information immediately below.** Students will be housed in College View Apartments (four students to an apartment). Students will be billed each month for summer housing by Student Accounts and will need to pay for those charges. Students will be paid for the cost of their housing less taxes generated from the Provost’s Office through the Payroll Director. A student must be employed at least half-time (20 hours per week) to qualify for summer campus housing. **Students may live in summer housing only for the time period they are performing research.** Students will be allowed to stay in their current room assignment until Wednesday, June 4 if their research position starts immediately after Commencement. Then students will be able to move into their assigned College View apartment starting the evening of June 4. Applicants for Summer Housing must be entering, current, or graduating Gustavus students.

**TO BE COMPLETED BY SUPERVISOR, FACULTY, or RESEARCH COORDINATOR – PLEASE PRINT INFORMATION**

# Department, Office or Program Supervising Faculty Name Signature, Supervising Faculty

# Research Grant # Weeks Approved for Research Signature, Academic Dean

# Research Start Date (be specific) Research End Date (be specific) # Weekly Hours Contracted for Research

**Supervisors & faculty are responsible for contacting Residential Life if the student’s research ends.**

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).

**STUDENT SIGNATURE**: **DATE:**

**Return this completed request to the Residential Life Office by 4:30pm on May 7, 2014**