INSTRUCTIONS:

This form is to be completed only by students who are currently assigned to a specific room. This request remains active until December 5, 2016. It is the student’s responsibility to cancel a room change request that is no longer desired. If the Office for Residential Life is not able to process a room change during the summer or fall, the student will need to submit a new room change request for Winter break and spring semester.

PLEASE NOTE: During summer, room change assignments are made based on your written request and you are notified of the change by email. Residential Life doesn’t typically go below a first or second choice when making a change during the summer. Please be as detailed as possible on this form. This form represents your choices in your absence. Feel free to add any pertinent information that will help us make a new assignment for you. The new assignment cannot be reversed. (initial) The form can be submitted as a .pdf to housing@reslife.rochester.edu.

During the fall semester, the Office for Residential Life will contact the student with an offer prior to any move and the student would have the right to accept or decline a new assignment. When a student is offered a new room assignment, the student will be given 48 hours to make a decision on whether to accept or decline the new assignment. Failure to decide within the specified time limit will result in the offer being withdrawn. A student who refuses 3 offers will be placed at the end of his/her class year and considered after his/her fellow classmates.

Name: ___________________________ Student ID # __________________ Class Year: ________

Gender: M   F                      Phone # where we can reach you: __________________________

Email Address: ____________________________________________________________

2016-17 Bldg. & Room Assignment: ___________________________ SIH/Greek Housing Y/N ____

*HM of group must be involved w/room changes*

2016-17 Room Type is: single _____ double _____ single in suite _____

Are you a smoker?  Y  N

Substance Free?  Y  N

Please rank your choices for housing (1, 2, 3, etc.). Place an “X” in those areas you do NOT wish to consider for housing. Leaving your options as broad as possible increases your chances of obtaining a room change.

_____ Anderson/Wilder ($9,010/yr.)  _____ Hill Court ($9,010/yr.)  _____ Hill Court Apts. ($9,310/yr.)

_____ O’Brien ($9,510/yr.)  _____ Quad ($9,010/yr.)  _____ deKiewiet/Valentine ($8,538/yr.)

_____ Maisonettes* ($9,010/yr.)  _____ A. L. C./Greek Housing ($9,010/yr.)  Group name: __________________________

*(Juniors & Seniors only)

_____ Brooks Crossing* ($10,010/yr. 2, 3, and 4-room suite or $10,794/yr. single person suite)

*(Juniors & Seniors only)

_____ Riverview* ($10,010/yr.)

*(Juniors & Seniors only)

(OVER)
(Please note: room changes to an area with a different meal plan will result in a meal plan change)

- **Residential Group 1:** Susan B. Anthony, Gilbert, Hoeing, Lovejoy (freshmen), Tiernan
- **Residential Group 2:** Burton, Crosby, Fairchild, Kendrick, Munro, Psi U, Slater, O'Brien, Lovejoy (upperclassmen)
- **Residential Group 3:** Anderson, Wilder, Chambers, Gale
- **Residential Group 4:** deKiewiet, Valentine, the Maisonettes, Riverview Apartments, Brooks Crossing, Douglass Leadership House, Drama House, Sigma Phi Epsilon

If a move allows for a reduction in meal plan, student has 5 days to request a plan change. If a move requires an increase in meal plan, student has 5 days to request a plan change or will be assigned a meal plan in accordance with that residential group. Requests can be made via email to Mealplans@services.rochester.edu.

**ROOM TYPE:** Rank order (1, 2, 3...) your preferences. **Place an “X” in those areas you do NOT wish to consider for housing. Leaving your options as broad as possible increases your chances of obtaining a room change.**

single ____ single in a suite/apt ____
double ____

**AFFINITY HOUSING:** Would you consider living:

in a Coed Suite? Y N
on a fraternity or sorority floor if there were a vacancy? Y N

*Any special notes:*
_____________________________________________________________________________________________________________
_________________________________________________________________________________________________

**SPECIFIC ROOMMATE REQUEST:**

I am requesting a room change only with the following person as my roommate: ______________________________________________________________________________________

Are you asking to be placed in a vacancy in their room? Y N
If Y, please specify building and room __________________________
If N, has this student submitted a room change request? Y N

**NOTE:** This form constitutes an official request for a room change. A new assignment will supersede any previous room assignment.

Signature __________________________ Date __________________________

Address where you can be reached during the summer (include e-mail if known):
_____________________________________________________________________________________________________________
_________________________________________________________________________________________________

<table>
<thead>
<tr>
<th>Room offered</th>
<th>Room Type</th>
<th>Date offered</th>
<th>Response date</th>
<th>A or D</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Do not write below this line)