



Central Connecticut State University
Department of Residence Life



REQUEST TO CHANGE HOUSING PLACEMENT FOR SPRING 2010 SEMESTER

Name _____ ID# _____

Completing this form will allow you to change your housing placement for the Spring 2010 Semester. Students wishing to change their housing placement have the following options:

- *Internal Hall Room Switch*
 - Allows students to move to any open space in their current residence hall.
- *External Hall Lottery*
 - Allows students to participate in the External Hall lottery and select any open space on campus. All students who apply will be given a lottery number based on the number of credits they have earned.
- *Pull In Process*
 - Allows a student to move into any partially open room (e.g., a double with only person in it) with the approval of the room's current occupant(s)

Please select the **one** option you are interested in utilizing

Internal Hall Room Switch

External Hall Lottery

I understand that once I have submitted this form NO CHANGES CAN BE MADE and that my current housing placement will be placed on the list of available spaces

Signature

Date

Name of residence hall presently residing in

Present Room number

Pull In Process (If the space is not available for you to be pulled into you will keep your current placement for the Spring)

- In order to utilize the Pull In Process the current occupant of the room must sign this form.

Name of desired roommate: _____ ID# _____

Desired Roommates Signature: _____

Desired Roommates Current Residence Hall and Room: _____

PLEASE NOTE: Only those students WHO HAVE PAID THEIR \$250 RESIDENCE HALL DEPOSIT FOR THE Spring 2010 SEMESTER by November 1st may change their housing placement.

Return to the Department of Residence Life located in Barrows Hall RM 120 by 4:00 p.m. on Friday, October 30, 2009