

Grambling State University

Grambling, Louisiana
www.gram.edu

ON-CAMPUS RESIDENCY POLICY

ALL UNMARRIED, FULL-TIME, UNDERGRADUATE STUDENTS UNDER TWENTY-ONE YEARS OF AGE, WHETHER EMANCIPATED OR NOT, WITH LESS THAN 60 EARNED CREDIT HOURS ARE REQUIRED TO LIVE IN ON-CAMPUS RESIDENCE HALLS UNLESS AN EXEMPTION REQUEST IS FILED WITH AND APPROVED BY THE DEPARTMENT OF RESIDENTIAL LIFE.

Classification: Freshman _____ Sophomore _____ Junior _____ Senior _____
Entering Semester: Fall _____ Spring _____ Summer _____ Year _____
Student Status: First-time Student _____ Returning Student _____

Last Name (Print)	First Name	Middle Name	Other Names Used
Permanent Address		City	State Zip
Mailing Address		City	State Zip
Social Security Number	Date of Birth (Month/Day/Year)		E-mail Address
Home Phone Number	Cell Phone Number		Work Phone Number
Birthplace:	City	State	County/Parish Country of Citizenship

Family Data

Father or Male Guardian	Mother or Female Guardian
Permanent Address	Permanent Address
City State Zip	City State Zip
Home Telephone Work Telephone	Home Telephone Work Telephone

Roommate Preference (Name & Social Security #): _____

Do You Smoke? _____ Yes _____ No _____ Preferred Study Hours: _____
Music Preference: _____ Hobbies or Interests: _____

*** EVERY EFFORT IS MADE TO HONOR ROOMMATE AND/OR RESIDENCE HALL REQUESTS; HOWEVER YOUR REQUESTS CANNOT BE GUARANTEED AS ALL ASSIGNMENTS ARE BASED ON SPACE AVAILABILITY ***

GRAMBLING STATE UNIVERSITY ~ DEPARTMENT OF RESIDENTIAL LIFE ~ P.O. BOX 540 ~ 403 MAIN STREET ~ GRAMBLING, LOUISIANA 71245 ~
318.274.2504 (OFFICE) ~ 318.274.4004 (FAX)

GUIDELINES/REGULATIONS

Students planning to live on campus must complete this application for on-campus residency and return it with a non-refundable \$50.00 Application Fee to the Department of Residential Life, P.O. Box 540 Grambling, LA 71245. All students must pay the \$50.00 Application fee regardless of Financial Aid Award (loans, scholarships, rehabilitation aid, etc.) Please do not send cash or personal checks. Applications without the applied fee will be returned as incomplete. The priority deadlines for each term are: Fall- July 15; Spring -December 15; Summer - May 15.

1. A student's contract for room assignment is on an academic year basis. Any student not withdrawing from school, but moving off campus by choice and without official university approval, will pay residence hall costs for the remainder of the semester after the fourteenth (14th) class day for Fall and Spring Semesters and seventh (7th) class day for the Summer Session.
2. Students living in residence halls are required to purchase appropriate meal plans for eating in the University Dining facility.
3. Students who specify mutual roommate and residence hall preferences are placed as requested if possible. All assignments are made based on available space and submitted documentation.
4. Certain regulations have been established for the maintenance of good living condition in the residence halls. Students agree to follow public regulations in accepting their room assignments. (University Handbook, Code of Student Conduct and Residential Life Publications)
5. Permission to exchange, transfer, or vacate rooms must have prior approval of the Department of Residential Life.
6. Upon accepting an assignment, a student understands that authorized University representatives will have access to the room when in conjunction with official university business.
7. Room assignments and/or keys non-transferable.
8. The student assignment contract stipulates on-campus occupancy, only, during the time the academic program is operative as stated in the catalog.
9. Students wishing to cancel their room assignment must do so in writing thirty (30) days before the beginning of the semester for which housing is required. Unless such cancellation is made, pro-rated room rent charges shall be applied.
10. Upon check-out from a residential facility, a student is responsible for removal of all personal belongings. The university assumes no liability for abandoned items.
11. Students, who have not completed registration by the opening of the residence halls may be required to pay all or a portion of room and board costs.
12. Assignment requests are honored based on available space and are not guaranteed.

If my application is accepted and I am assigned a room, I agree to abide by the residence hall and University regulations, policies, and guidelines.

Please indicate if you require special accommodations () yes () no *Please submit specific description of needs*

STATEMENT: I am totally responsible for the cleanliness of my room and the conduct of all visitors. My room may be inspected at any time as determined by the College. I am aware that my housing privileges may be suspended for misbehavior or unsafe or unsanitary conditions. My roommate and I will share equally in payment for any damages caused by us or our visitors. I further acknowledge that cooking, loud music and the use of items with open heating elements such as hot plates and fryers are strictly prohibited. Any and all tampering with fire equipment is considered a criminal offense and guilty persons are subject to criminal charges, disciplinary action and or expulsion.

Signature _____ Date _____

Optional: This information will be used in a nondiscriminatory manner consistent with applicable civil rights laws.

Ethnic Group: Caucasian _____ Hispanic _____ African American _____
American Indian _____ American Asian _____ Other _____
Non-Resident Alien _____ (Please Specify)

Sex: Male _____ Female _____ Age _____

Religious Affiliation: United Methodist _____ Other _____
(Please Specify)

Date of Receipt: _____ Admission Status _____ ACT/SAT Score _____

Room Assignment: _____ Initials _____

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