

**GRAMBLING STATE UNIVERSITY
GRADUATE STUDENT HOUSING APPLICATION**

Graduate students seeking housing to Richmond Hall must fill out and return the application with a \$50.00 Damage Deposit (Money Order only).

Return this application and all correspondence concerning housing to the Director of Housing by July 15 for Fall, by December 15 for the Spring and by April 15 for the Summer. Assignments are made on a semester basis according to the availability of space.

Last Name First Name Middle SS#

Home Address City State Zip

Local Address City State Zip

(____) _____ (____) _____
Home Phone Number Emergency Phone Number

(____) _____ (____) _____
Local Phone Number Emergency Phone Number

Current rental rates: \$350 per bed per month; all utilities paid.

Have you attended G.S.U. _____ If so, when _____

Are you transferring from another college/university _____

This Housing request is for (please fill in year)
Fall Semester 19____ Spring Semester 19____ Summer 19____

Degree seeking: _____Masters _____Doctorial

Applicant's Signature Date

OFFICE USE ONLY

Room Deposit Received _____, 19____
Refund _____ Forfeit _____ Damage _____
Reason _____
Date _____ Initials _____

TERMS UNDER WHICH ROOMS ARE ASSIGNED AND REGULATIONS

The following are terms under which rooms in residence halls are assigned:

- 1) The student's contract for room assignment is on a semester basis or 12 months.
- 2) Certain regulations have been established for the maintenance of good living conditions in the residence halls. A student agrees to follow published regulations in accepting a room assignment.
- 3) Permission to exchange, transfer, or vacate rooms must have the approval of the Housing Director prior to any such changes.
- 4) Upon accepting an assignment, a student agrees to permit authorized University representatives to have access to the room when circumstances warrant such an action.
- 5) The damage deposit, once the room is occupied, is valid for the duration of a student's stay in the residence halls. Any assessed damages or losses will be deducted from the deposit, and any balance will be remitted to the student.
- 6) Room assignments and/or keys are non-transferable.
- 7) The student may pay fees in advance to occupy the apartment for 12 months.
- 8) A student wishing to cancel a room deposit must do so in writing thirty days before the beginning of the semester for which housing is requested. Unless such cancellation is made, the \$50.00 damage deposit will be forfeited.
- 9) No parties, alcoholic beverages of any kind, solicitation, pets, weapons and drugs are allowed on premises.