

Housing and Residential Life

License/Lease Cancellation Decision Appeal Form

Please submit this form to the Office of Housing and Residential Life in room 598 of the Student Center within 14 days of the date on your License/Lease Cancellation response letter. Your request will not be considered if you have exceeded the 14 day time frame. You will be notified regarding your decision in writing. All decisions of your appeal are final and binding per your License Terms and Conditions.

Nine Digit Banner ID:	Building	g: Room Number:
Cell Phone:	Access	ID:
Semester of Cancellatio	n (Please check the semester and comple	te the appropriate year):
□ Fall 20 □ Wi	nter 20	mmer 20
Permanent Mailing Add	lress:	
Street address:		Apt. #
City:	State:	Zip Code:
Country:		
Please check where you v	would like your response lette	r to be sent:
	Permanent home address	□ Current residence hall or apartment addres
	WSU Email	
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Graduation/Degree Completion: *Written proof of program completion must be provided by students graduating with Masters, Doctorate, or other professional degrees.

What has changed in your circumstances between when you signed your license agreement and your contract/license cancellation
request? Please indicate new information, if applicable. Please be as detailed in your explanation as possible. Please attach any
supporting documents. Use additional pages if necessary.

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My signature below indicates my permission for the Office of Housing and Residential Life to obtain information from other resources that may include personal information.

Student	Signature:

Date:	
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No longer attending Wayne State University/Graduation/Degree Completion
Which semester would student like to cancel? Fall Winter Spring Summer
Is student registered for classes during this semester? \Box Yes \Box No
If yes, when is student planning on dropping classes for that semester?
If graduating with a graduate degree, has documentation been provided for the degree completion? \Box Yes \Box No
Medical Reasons
Note from medical professional provided: \Box Yes \Box No
If no, when will documentation be provided?
Participation in a University-sponsored study abroad or co-op program
Documentation provided: 🗌 Yes 👘 No If no, when will documentation be provided?
Marriage: Student gets married after signing license agreement: please provide a copy of the marriage license
Documentation provided: Ves I No If no, when will documentation be provided?
Other
Documentation provided: Ves I no, when will documentation be provided?