



Office of Housing & Residence Life
Campus Apartment & Specialty
Housing Application

Name: _____
Last First Middle

Banner ID #: _____

Address: _____
Street Address City

Gender: ☐ Female ☐ Male

State Zip Phone

Term applying for:

1. Fall and Spring _____ (year)
2. Spring Term Only _____ (year)

Current Room: _____ Phone: _____

GPA: _____ Total Credit Hours: _____ Classification: _____

Below is an opportunity for you to provide information
about yourself, which may assist our office in
assigning you a roommate with similar interests:

Email Address: _____

• I am a: ☐ Non-smoker ☐ Smoker ☐ Morning person ☐ Night person

• My major is: _____

• My interests include: _____

Preference: ☐ Chi Omega House ☐ Education House ☐ No Visitation Floor
☐ Commons Apt ☐ University Place ☐ Greek Housing ☐ Alcohol Floor

Roommate (s) Requested: _____

Roommates must request each other

- Meal Plan: ☐ 19 meals per week with \$100 Sodexo Dollars
☐ 14 meals per week with \$200 Sodexo Dollars
☐ 10 meals per week with \$300 Sodexo Dollars
☐ 5 meals per week with \$100 Sodexo Dollars (only available with University Place)

REFUND POLICY FOR \$100.00 DAMAGE DEPOSIT

The total damage deposit will be refunded if you have been denied admission or declared ineligible for reenrollment. No refund will be processed until you submit a Request for Refund form to the Office of Housing & Residence Life. All requests must be received before June 30 for Fall applications or December 15 for Spring applications for a refund to be granted. All requests need to come from the person who signed the application. **All Students must sign a housing contract on the first day of school before they can occupy their rooms. The contract is for the academic year. Once a student has submitted a signed contract he or she is required to live on campus if registered for classes for both the Fall and Spring semesters**

PLEASE NOTE

- All students residing on campus are required to have a University meal plan. All requests for meal plan changes must be made by the student within the first two weeks of each semester.
- Changes to this housing application, including cancellations, requested roommates or hall preference can only be made by the applicant, in writing to the Office of Housing & Residence Life.
- Room waivers and/or housing grants can not be used at University Place Apartments.
- Applications for apartments will be considered by sets, considering all roommates' GPA and credit hours, not based on the status of one student. As such, applications received with no or too few requested roommates will be considered after full application sets.

In order for a student to be assigned a room he/she must complete and submit a Housing Application to the housing office:

Please return the above material with your check made payable to West Liberty University to:

*Office of Housing & Residence Life, West Liberty University, 208 University Dr., CUB #128, West Liberty, WV 26074-295
Phone 304.336.8345*

Student Signature: _____

Date: _____

OFFICE USE ONLY

Date received: _____ Room assigned: _____ Roommate selected: _____