

**New York City Office of Housing & Residential Life:**  
**Westchester Office of Residential Life:**

**Phone: (212) 346-1295 Fax: (212) 346-1296**  
**Phone: (914) 923-2791 Fax: (914) 923-2792**

*You can complete this form online at [www.pace.edu/accepted](http://www.pace.edu/accepted) or return this application with the \$400 nonrefundable prepayment and \$100 security deposit for official processing by May 1. If you are accepted after May 1, please return this application, prepayment, and deposit within 10 days. Resident information is to be filled out by the student only. Please print clearly in black or blue ink. Please note: Prepayment DOES NOT guarantee placement. Specific assignments for the fall semester are made after August 1. Assignment information will be mailed to the home address and e-mailed to the personal e-mail account indicated by the student or the student's Pace e-mail account once it is activated. New first-year and transfer students applying for fall housing by the May 1 priority deadline will be guaranteed placement in housing. All other students (including those who apply after the May 1 priority deadline and all graduate students) are placed on a SPACE-AVAILABLE basis. Once students are placed in the confirmed housing pool, specific assignments for the fall semester are not made until after the completion of the last overnight summer orientation. During orientation, students will be asked for additional preferences. Please do not include that information on this form.*

**Resident Information is to be filled out by the student only.** Please PRINT clearly with black or blue ink when completing this form.

\_\_\_\_\_ Gender: A. Male B. Female

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

U Number: \_\_\_\_\_ Date of Birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Home or Permanent Address:

Mailing Address (only if different from home or permanent):

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Frequently used E-mail Address: \_\_\_\_\_

Major: \_\_\_\_\_

Frequently used Telephone #: ( ) \_\_\_\_\_

Cell Phone #: ( ) \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Emergency Contact Home & Business Phone: ( ) \_\_\_\_\_ ( ) \_\_\_\_\_

**Housing Assignment Status & Preference Section (DO NOT CIRCLE - WRITE THE APPROPRIATE LETTER ON THE LINE PROVIDED):**

\_\_\_\_\_ Applying for semester(s): A. Fall 2016 and Spring 2017 (students not returning for the spring term must submit a housing cancellation form during the fall semester)  
 B. Spring 2017 only C. Other term (specify \_\_\_\_\_)

\_\_\_\_\_ Wish to live on the: A. NY Campus B. Westchester Campus

\_\_\_\_\_ Previously live on campus?: A. Yes B. No - brand new to campus If yes, when? \_\_\_\_\_

\_\_\_\_\_ Credit Level A. 0-31 B. 32-63 C. 64-96 D. 97+

\_\_\_\_\_ Student Status: A. First Year B. Transfer Student C. Returning Student D. Graduate

\_\_\_\_\_ Student Status (if applicable): A. Exchange B. ELI C. Global Pathways D. Other International Program

\_\_\_\_\_ Study Habits: A. With music/TV on B. Without Music/TV on

\_\_\_\_\_ Smoking: A. Smoker B. Non-smoker C. Non-smoker (willing to live with a smoker)

\_\_\_\_\_ Organization: A. Neat/Tidy person B. Messy/Sloppy person C. Mixture of both A & B

\_\_\_\_\_ Bedtime: A. Bed before 10 PM B. Bed before midnight C. Bed after midnight

**Credit Card Authorization for Pre-Payment and/or Deposit**

Cardholder's Name: \_\_\_\_\_

Cardholder's Cell/Phone: \_\_\_\_\_

Credit Card Type: \_\_\_\_\_ Visa \_\_\_\_\_ American Express  
 \_\_\_\_\_ Master Card \_\_\_\_\_ Discover

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Total amount charge: \_\_\_\_\_

I authorize Pace University to charge the above credit card number for housing cost.  
 (Signature) \_\_\_\_\_

**Office Use Only**

Date Rec'd: \_\_\_\_\_ Check #: \_\_\_\_\_ Amount \$: \_\_\_\_\_

Building: \_\_\_\_\_ Area: \_\_\_\_\_

Room #: \_\_\_\_\_ Ext: \_\_\_\_\_

Rate: \_\_\_\_\_ HD Entry: \_\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_