



# PETITION TO VACATE CHANGE IN STUDENT STATUS

Housing Services  
1801 East Cotati Avenue  
Rohnert Park, CA 94928  
Tele: (707) 664-2541 ■ Fax: (707) 664-4158  
ssu.housing@sonoma.edu

## RESIDENT'S INFORMATION

Name:		Seawolf ID:	
Home Address:		Campus Building:	
City, State, Zip:		Campus Room:	
Contact Phone:		Campus Phone:	
Email:		Campus Box:	

## CURRENT SEMESTER - request to be released now



If you are requesting to be released from your Student Housing License Agreement because your student status is changing for the current semester, please complete this section. Students will be assessed a **\$250 service fee** for breaking the License Agreement prior to the end of the Academic Year unless 30 days notice is given. Moving out during the semester requires vacating the Residential Community **within 72 hours** from the time you have dropped your classes. *If you think you might be interested in returning to campus housing for future terms, please contact Housing Services to discuss process and options.*

- ◆ Date of withdrawal from SSU:.....
- ◆ Are you considering returning for Spring?  Yes  No
- ◆ Reason for leaving SSU:  Personal  Financial  Medical  Other .....
- ◆ Planned Move Out Date:.....

## NEXT SEMESTER - request to be released from Spring semester



If you are requesting to be released from your Student Housing License Agreement because you are not planning on attending or registering at SSU for the Spring semester, please complete this section.

Petitions need to be returned to Housing Services by November 13<sup>th</sup> to avoid a service fee. Petitions received after November 14<sup>th</sup> will be assessed a **\$250 service fee** for not providing thirty days notice. (Thirty days notice represents contracting days prior to the end of the Fall semester. The days between December 19<sup>th</sup> and January 27<sup>th</sup> are not contracting days.) *We highly recommend submitting a "pending" request if you are uncertain about your grades, acceptance to another school or other personal circumstances. **A final decision of a pending request must be received in writing to [ssu.housing@sonoma.edu](mailto:ssu.housing@sonoma.edu) by January 11, 2010.***

- ◆ Is this a final or pending request?  Final  Pending
- ◆ If this is a pending decision, what date will you notify us of your final decision? .....
- ◆ Reason for leaving SSU:  Academically Disqualified  Participant of Study Abroad or NSE program  Grades  Graduating  Transferring  Financial  Medical  Personal  Other .....

## ACKNOWLEDGMENT

I have read the "Guidelines for Petitioning to Vacate the Residential Community" and fully understand the financial obligations associated with breaking my Student Housing License Agreement if approved.

Resident's Signature:		Date:	
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## For Office Use Only

Received By:		Date Received:	
Approved By:		Date Logged in RMS:	
Final Decision Received:		Date Withdrew Petition:	