



# Summer 2011 MSU Student Housing Application

Residential Education and Services  
 4<sup>th</sup> Floor Bohn Hall  
 Voice: 973- 655-5188  
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## SUMMER HOUSING APPLICATION DEADLINE IS Monday April 18, 2011

\* \* \* \* \*

### Summer Session Dates/Check-In Schedule

MAY		
May 16-June 2	Three Week Session	Move in May 15 <sup>th</sup> , 10:00am
May 16-June 9	Four Week Session	Move in May 15 <sup>th</sup> , 10:00am
May 23-June 30	Six Week Session	Move in May 22 <sup>nd</sup> , 10:00am
May 16-August 6	Twelve Week Session	Move in May 15 <sup>th</sup> , 10:00am
May 28-30	No Classes	Memorial Day Recess
JUNE		
June 13-July 7	Four Week Session	Move in June 12 <sup>th</sup> , 10:00am
June 13-August 4	Eight Week Session	Move in June 12 <sup>th</sup> , 10:00am
July 5-August 11	Six Week Session	Move in July 2 <sup>nd</sup> , 10:00am
JULY		
July 2-4	No Classes	Independence Day Recess
July 5-August 11	Six Week Session	Move in July 2 <sup>nd</sup> , 10:00am
July 11-August 4	Four Week Session	Move in July 10 <sup>th</sup> , 10:00am
AUGUST		
August 8-August 25	Three Week Session	Move in August 7 <sup>th</sup> , 10:00am

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### Summer Housing Rates \*

MSU Student:                    \$267.00      (weekly double-room rate)  
    \$304.00      (weekly single-room rate)

(\* Rates subject to final approval by the MSU Board of Trustees.)

**APPLICATION INSTRUCTIONS:**

Pay the \$200 **non-refundable** application fee. Current MSU students may pay at the Cashier's Office, located in College Hall, Room 216. Checks are to be made payable to "Montclair State University."

Complete all sections of the Summer Housing Application, sign and return to Montclair State University, Office of Residential Education and Services, Bohn Hall, 4th floor, Montclair, NJ 07043. **Be sure to sign the application.** We will not accept housing applications without your signature.

**Priority Application Deadline: April 18, 2011.**

Acceptance and room assignments are made without regard to race, creed, national origin, or sexual orientation.

Applicants who are not permitted to visit or are considered persona non grata in any of the residential facilities are not eligible for summer housing.

**SUMMER HOUSING DURING "POST SESSION" WILL ONLY BE AVAILABLE TO RESIDENTS WHO HAVE AN ASSIGNMENT FOR THE 2011 FALL SEMESTER.**

Room reservations are done on a first-come, first-served basis. You will be notified via telephone and/or e-mail of your summer housing assignment along with specific information regarding check-in dates and times.

**CHARGES:**

Summer Session housing will be offered in one of The Village apartment complexes, and is available from Sunday, May 15, 2011, to Saturday, August 27, 2011. Your summer housing charges will be determined by the number of weeks you have officially signed up to be in residence. Charges are based on weekly occupancy--if you stay for part of a week, you will be charged for the entire week.

If you wish to cancel your summer housing contract, you **must** file a Cancellation Request form with the Office of Residential Education and Services. Submission of this request form to the Office of Residential Education and Services is not a guarantee that you will be released from your Summer Housing Agreement. The request will be reviewed and you will be notified of a final decision in writing by e-mail (via your MSU student e-mail address). **Please be aware that it will take approximately ten business days to process your request.** The Summer Housing Contract is in effect for the entire period for which you signed up to be housed. A student remains liable for room charges for this period, unless released from their contract by the Office of Residential Education and Services. Again, the \$200 application fee is non-refundable.

Room charges will be billed to your student account upon admittance into Summer Housing. Payment is due before you check-in to your summer assignment. Payment is to be made at the Bursar's Office (Cashier's desk, Room 216) in College Hall. **Do not send checks to or make payments at the Office of Residential Education and Services.**

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**ONCE YOUR CONTRACT HAS ENDED YOU MUST OFFICIALLY CHECK OUT WITHIN 24 HOURS OF YOUR LAST CLASS, EVEN IF YOU ARE MOVING TO ANOTHER SPACE ON CAMPUS. IF YOU ARE NOT A RETURNING MSU RESIDENT STUDENT, YOU MUST VACATE YOUR APARTMENT NO LATER THAN NOON, SUNDAY, AUGUST 7, 2011. All residents will move from their Summer Placement to their fall placement on or about August 20, 2011 between 1:00 pm and 4:00 pm.**

**If you require accommodations due to medical reasons you will need to notify the Office of Disability Resources Center by April 18, 2011.**

**ALL APPLICANTS ARE SUBJECT TO THE CONDUCT EXPECTATIONS CONTAINED WITHIN THE 2011 SUMMER RESIDENCE LICENSE AGREEMENT.**



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**SUMMER HOUSING APPLICATION FOR  
MSU STUDENTS  
SUMMER 2011**

**Please Print!**

Name: \_\_\_\_\_ MSUID: \_\_\_\_\_  
(First) (Middle) (Last)

Mailing Address: \_\_\_\_\_ Gender:  Female  Male  Transgender

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

Home Phone: ( ) \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email address: \_\_\_\_\_@mail.montclair.edu

**Current resident student?**  No  Yes If yes, where? Building \_\_\_\_\_ Room #/Apt. \_\_\_\_\_

**Do you intend to reside in campus housing for Fall 2011?**  No  Yes

**Are you participating in an internship?**  No  Yes

My Internship is MSU affiliated.  
Department/Program: \_\_\_\_\_

My Internship is NOT MSU affiliated.  
Company/Institution: \_\_\_\_\_  
(please attach official documentation proving participation in non-MSU affiliated internship)

**Class Rank:**  Freshmen  Sophomore  Junior  Senior  Graduate

**Lifestyle Questionnaire:** Please check either Yes or No for the following questions.

	Yes	No		Yes	No
I study in my room.	<input type="checkbox"/>	<input type="checkbox"/>	I use my computer in the room.	<input type="checkbox"/>	<input type="checkbox"/>
I need a neat room.	<input type="checkbox"/>	<input type="checkbox"/>	I listen to music in my room.	<input type="checkbox"/>	<input type="checkbox"/>
I go to bed early.	<input type="checkbox"/>	<input type="checkbox"/>	I need quiet while sleeping.	<input type="checkbox"/>	<input type="checkbox"/>
			I entertain guests in my room.	<input type="checkbox"/>	<input type="checkbox"/>

**Room Preference:** Please rank using "1" as most preferred; "2" being least preferred.  
\_\_\_\_\_ Single \_\_\_\_\_ Double

**Roommate(s) Request:** (not guaranteed)

(1) Name: \_\_\_\_\_ MSUID: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

(2) Name: \_\_\_\_\_ MSUID: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

(3) Name: \_\_\_\_\_ MSUID: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

I will require Summer Housing for the following sessions – please check all that apply:

**Summer Session Dates**

<b>MAY</b>		
May 16-June 2	Three Week Session	<input type="checkbox"/>
May 16-June 9	Four Week Session	<input type="checkbox"/>
May 23-June 30	Six Week Session	<input type="checkbox"/>
May 16-August 6	Twelve Week Session	<input type="checkbox"/>
		<input type="checkbox"/>
<b>JUNE</b>		
June 13-July 7	Four Week Session	<input type="checkbox"/>
June 13-August 4	Eight Week Session	<input type="checkbox"/>
<b>JULY</b>		
July 5-August 11	Six Week Session	<input type="checkbox"/>
July 11-August 4	Four Week Session	<input type="checkbox"/>
<b>AUGUST</b>		
August 8-August 25	Three Week Session	<input type="checkbox"/>

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Additional information

In order to validate my request for accommodation:

- \* I hereby declare that the information I have provided in this application is accurate to the best of my knowledge.
- \* I accept the terms of the "Residence License - SUMMER 2011 EDITION."
- \* I also understand that I am responsible for the policies and procedures stipulated in the "Residence Handbook" which I will receive upon check-in.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent or Guardian, if under 18 years of age: \_\_\_\_\_

For Office Use ONLY:

Building Assignment: \_\_\_\_\_ Room #: \_\_\_\_\_

Billing Rate: \_\_\_\_\_ X \_\_\_\_\_ # of weeks Total to be Billed: \$ \_\_\_\_\_

Date Billed: \_\_\_\_\_