

GRADUATE STUDENT HOUSING APPLICATION 2018 – 2019
STUDENTS LOOKING TO OBTAIN ON-CAMPUS GRADUATE HOUSING FOR THE FIRST TIME

Western New England University
Office of Residence Life
1215 Wilbraham Road
Springfield MA 01119-2684

In order for housing placement to occur, a completed application must be returned to the Office of Residence Life. A nonrefundable, non-transferable deposit must accompany the request for campus residency. Assignment to campus housing is dependent upon the receipt of a \$500 deposit. **For a student looking to obtain graduate housing for the first time**, this payment serves as a security deposit and is therefore not credited towards the residency fee. This payment can be made online, or via a check payable to Western New England University. This check can be mailed with your application or paid at Student Administrative Services. **Please attach a receipt from Student Administrative Services (or a printout showing online payment has been made) to this application.**

Please print all information neatly. Applications will be accepted on a rolling basis. *Please note that resident students returning to graduate housing will have preference of housing accommodations until March 30, 2018.*

YOUR NAME _____ WNE STUDENT # _____ GENDER IDENTITY _____

EMAIL ADDRESS _____

TELEPHONE # _____ () cell () landline

ACADEMIC PROGRAM - Please indicate your program (Law, MBA, Pharmacy, etc.) below:

Program: _____ Expected Graduation Date: _____

Identify the type of apartment housing you prefer, in priority order, beginning with "1". You will not be assigned to any option you do not specify and if there is no availability in any of your requested options, you may not be assigned campus housing. If no housing option you requested is available, then (**and only then**) you will be refunded the \$500 deposit.

_____ Efficiency (1 person) _____ One bedroom (1 person)

_____ Two bedroom (2 people) _____ Three bedroom (3 people)

PREFERRED ROOMMATE(S) If you wish to be assigned with one or more person(s) in a multi-bedroom unit, please provide their name(s) below, or contact us prior to April 27, 2018 to add them to your application.

PERSON # 1 Name: _____

Is this person your spouse or domestic partner? _____ Yes _____ No

PERSON # 2 Name: _____

Preferred roommate(s) each must submit an application that includes your name to verify a preference to be assigned together. Preferred accommodations for roommate(s) must coincide as well. Since assignment to space is handled 'first come, first served' roommate preferences cannot be guaranteed. If your preferred roommate(s) is of the opposite gender, you must each complete the gender neutral housing form (located on the Residence Life webpage) in addition to this application.

MARRIED COUPLES & DOMESTIC PARTNERS will only be assigned to an efficiency or one bedroom apartment, provided that space is available. Please provide the name of your spouse/partner as person #1 and indicate below their name that they are your spouse or domestic partner. As a live-in guest, they must abide by all policies of the University governing student life. If circumstances warrant, based on the judgment and discretion of the University, residency for this person may be revoked without prior notification.

PERIOD OF OCCUPANCY

_____ Academic year (August 17, 2018 through May 26, 2019)

_____ Academic year plus summer (August 17, 2018 through July 28, 2019)

If you require an accommodation that may impact your housing assignment, please initial here so we may best serve you. (Examples could include a documented medical need, service or emotional support animal, etc.) _____

IMPORTANT NOTE FOR NEW RESIDENTS:

It is anticipated that graduate student housing in Gateway Village apartments will be ready for occupancy starting **August 17, 2018. If you currently reside on campus in undergraduate housing and plan to stay on campus for the summer, you will be considered a ‘summer resident’ until that time and should submit a summer housing application for this interim period (currently \$95.00/week, but is subject to change.)** We anticipate you will be contacted regarding your permanent move to your 2018-2019 housing assignment in July/August, but it could be sooner depending on availability.

If you are a first year law student, you will be allowed to move in on Friday, August 10, 2018 (at no additional cost) in preparation for law school orientation.

STATEMENT OF AGREEMENT

Submission of this application for campus housing constitutes an agreement to abide by all stipulations set forth in the Graduate Student Housing Agreement, which can be found on the Residence Life webpage under the “Graduate Housing” heading.

I recognize that residency is binding for the period of assigned occupancy, so long as I am confirmed as matriculating as a full-time student at the University, and that the residency fee shall be billed to my student account, with payment expected in full.

If a deposit has been paid and I notify the Office of Residence Life of my decision to commute by August 6, 2018 (written correspondence received as of this date) then the applicable residency charge, excluding the \$500.00 deposit, will be credited to my account with the University. **As of August 7, 2018, the residency charge is binding and will be required to be paid in full by the student, whether or not the student takes occupancy, for the length of the contract.**

I recognize that assignment to campus housing is ‘first come, first served’ for all resident students requesting to return to graduate housing prior to March 30, 2018, and for all students after that date.

I realize that housing assignments will be processed in early June at the latest, and I will be contacted via email with my assignment for the 2018-2019 academic year.

I understand that an application without signature and proof of payment is invalid.

Signature of applicant

Date

Anticipated housing rates for 2018-2019 are listed below **and are subject to change**

Efficiency: \$9,696 (traditional academic year)	\$11,635 (traditional academic year & summer)
One Bedroom: \$10,667 (traditional academic year)	\$12,800 (traditional academic year & summer)
Two Bedroom: \$8,240 (traditional academic year)	\$9,888 (traditional academic year & summer)
Three Bedroom: \$10,671 (traditional academic year)	\$12,805 (traditional academic year & summer)

Should you have any questions please contact Kymberley Hendricks at Kymberley.Hendricks@wne.edu or 413-796-2169

OFFICE USE ONLY

Date App. & Payment Received: _____

Housing Assignment: _____

Student Notification (date): _____