

WESTERN NEW ENGLAND UNIVERSITY

Spring Break Housing Request 2018

LOCATION

Housing for Spring Break will be available in all areas of campus housing.

ELIGIBILITY: Who May Stay

To be authorized to stay on campus during Spring Break, you **must be a continuing WNE student AND meet at least one of the following criteria:**

- 1) Be an international student
- 2) Be a full-time campus employee during Spring Break
- 3) Be an athlete whose team is required to be here over Spring Break
- 4) Be employed full-time off-campus (minimum 33hrs/week). You will need **VERIFICATION FROM YOUR EMPLOYER** to be eligible for housing.
- 5) If you do not fit one of these categories, but you still need to live on campus for Spring Break, please explain in the space provided on the next page.

UNIVERSITY POLICY

All University policies in effect during the academic year **REMAIN** in effect during Spring Break. It is the student's responsibility to be familiar with these policies. By signing and returning the Spring Break Housing Request, the student is accepting responsibility to adhere to all University policies.

Residence Life duty patterns change during breaks but the Public Safety department continues to operate around-the-clock and should be contacted for assistance.

RATES

The housing rate for all Spring Break residents is \$95.00 for the week, which is billed to your student account. If you reside on campus for **any portion of the break**, you will be billed for the full break.

APPLICATION DEADLINE

Completed Spring Break housing request forms must be returned to the Office of Residence Life no later than Thursday, March 15, 2018 at 4:00 PM.

If you have any questions please contact the Office of Residence Life at 782-1317.

Please detach and keep this cover sheet for your reference.

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Spring Break Housing Request Form

LAST NAME FIRST MI WNE ID # CLASS YEAR

CURRENT ADDRESS: _____
HALL AND ROOM # TELEPHONE #

ELIGIBILITY VERIFICATION

I understand that in order to be authorized for Spring Break housing, **I must be a continuing WNE student** (registered for classes for Spring 2018). In addition, I must check off one of the options below as a reason for remaining on campus for Spring Break:

____ I am an international student.

____ I am a full-time campus employee during Spring break.

____ I am a full-time off campus employee during the break.

JOB TITLE: _____ COMPANY: _____

SUPERVISOR: _____ HOURS/WEEK: _____

PHONE NUMBER: _____ ADDRESS: _____

SUPERVISOR'S SIGNATURE: _____

____ I am an athlete whose team requires me to be here over Spring break.

TEAM: _____

____ Other Reason

PLEASE EXPLAIN: _____

GENERAL INFORMATION

DATES OF REQUESTED HOUSING: from _____ to _____

Signature

Date