

# Student Accommodation Renewal Request Form

Please fill out this form in block letters. Once completed, print the form, sign and date it, and submit it to the Housing and Accommodation Office.

## 1. Personal Information

First Name:

Last Name:

Student ID Number:

Email Address:

Phone Number:

## 2. Current Accommodation Details

Current Residence Hall/Building:

Current Room Number:

Current Lease End Date:

## 3. Renewal Preference

Preferred Residence Hall/Building for Renewal:

Preferred Room Type (e.g., Single, Double, Shared Suite):

Requested Renewal Period (e.g., Academic Year, Fall Semester, Spring Semester):

## 4. Emergency Contact Details

Emergency Contact Full Name:

Relationship to Student:

Emergency Contact Phone Number:

## 5. Special Requirements or Notes

Please state any medical conditions, accessibility needs, or specific room requests:

## 6. Declaration and Signature

By signing below, I confirm that the information provided is correct and I wish to request a renewal of my accommodation for the period specified above.

Student Signature (Sign after printing):

Date: