

# APPLICATION FOR UNIVERSITY HOUSING



Housing Guarantee for Fall Freshman: Students are not required to live in university housing. Incoming Freshman are guaranteed an on campus housing assignment if their completed housing application, deposit, and contract are received prior to May 1, by the Office of Housing and Residence Life.

## HOW TO APPLY

### OPTION 1 - ONLINE APPLICATION (Preferred Method)

1. Go to gvsu.edu click on myBanner (the flag icon on the upper-right hand corner).
2. Log in with your Network I.D. and Password supplied in your Academic Network Account Letter.
3. Once you log into the main page, click on "Student."
4. Click on "myHousing."
5. At the top of the page, click "Applications" and select the semester you wish to apply for.
6. Agree to the "Contact Terms and Conditions." Follow the steps to complete your application. Once completed you will receive a confirmation.

**If you choose OPTION 1, you DO NOT need to complete the remainder of this form.**

### OPTION 2 - PAPER APPLICATION

Those preferring not to apply online may complete the information on this form and return it with the required \$150.00 deposit.

#### SECTION 1: PERSONAL INFORMATION

Name: \_\_\_\_\_ G Number: \_\_\_\_\_  
Last First Initial

Permanent Address: \_\_\_\_\_

Home Telephone: ( ) Cell Telephone: ( ) Date of Birth: / /

Email: \_\_\_\_\_ Identified Gender: \_\_\_\_\_

Housing Status:  Incoming Freshman  Returning Student  Incoming Transfer Student  Graduate

#### SECTION 2: EMERGENCY & MISSING PERSON CONTACT INFORMATION

In accordance with The Clery Act, part of the Higher Education Act of 1965, colleges and universities must maintain missing person contact information for residential students. The missing person contact may be the same or different from the designated emergency contact person.

##### EMERGENCY CONTACT INFORMATION (REQUIRED):

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Phone Number: ( ) Relationship: \_\_\_\_\_

##### MISSING PERSON CONTACT INFORMATION:

(REQUIRED IF YOU ARE UNDER 18 AND NOT AN EMANCIPATED MINOR, OPTIONAL IF YOU ARE 18 OR OLDER OR AN EMANCIPATED MINOR.)

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Phone Number: ( ) Relationship: \_\_\_\_\_

#### SECTION 3: SEMESTER INFORMATION

- Fall/Winter Semesters  Spring/Summer Semesters (12 weeks) Year: \_\_\_\_\_  
 Winter Semester  Spring Semester (1st 6 weeks)  
 Summer Semester (2nd 6 weeks)

## SECTION 4: REQUESTING HOUSING ACCOMODATIONS

To request special accommodations, in addition to filling out the housing application, it is required that you register with Disability Support Resources <http://www.gvsu.edu/dsr>. A Disability Support Resource Advisor will verify your disability and advise housing staff of the appropriate accomodation. Housing staff will facilitate the housing accomodation based on application date and availability.

If you are interested in Gender Inclusive Housing, please visit our website at <http://www.gvsu.edu/housing/gnhousing> for more information on placement. For additional campus resources, contact the LGBT Resource Center at <http://www.gvsu.edu/lgbtrc>.

## SECTION 5: PERSONAL PREFERENCES

**ACCURATE ROOMMATE MATCHING INFORMATION IS ESSENTIAL. THIS SECTION MUST BE FILLED OUT BY THE STUDENT ONLY.**

Do you smoke or vape?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	How do you envision your room atmosphere?	<input type="checkbox"/> More academic	<input type="checkbox"/> More social
Do you object to having a roommate who smokes or vapes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Is having a clean living environment important?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you object to having a roommate who drinks?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If you had an 8 am class the next day, when would you go to bed?	<input type="checkbox"/> Before 11 pm	<input type="checkbox"/> After 11 pm

**\*GVSU is a smoke-free campus. Smoking is prohibited in all campus buildings.**

**Note:** Housing assignments are made in order of application date and based on space availability. When space is limited, placement takes precedence over listed preferences.

## SECTION 6: ROOMMATE REQUEST INFORMATION

Prospective roommates must request each other. Roommate matching is **not guaranteed**. Please provide complete & accurate information.

Roommate First & Last Name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

## SECTION 7: DEPOSIT & CANCELLATION

### MAIL THIS APPLICATION FORM

**\*First time applicants pay \$150.00 deposit**

**TO:** Grand Valley State University  
Housing and Residence Life  
1 Campus Dr. Suite 300, Holton-Hooker LLC  
Allendale, MI 49401

**Make checks payable to:** Grand Valley State University. Housing Applications will not be accepted without the required \$150.00 Housing Deposit, and they will be returned to the student.

### CANCELLATIONS

All cancellations must be received in writing. To cancel online, visit [www.gvsu.edu/housing/cancel](http://www.gvsu.edu/housing/cancel)

Cancellations must be received prior to the dates below to be eligible for refunds.

**NOVEMBER 1:** \$150 refund for Winter Semester

**MAY 1:** \$150 refund for Spring/Summer Semester

**MAY 1:** \$150 refund for Fall Semester

**Students requesting release prior to occupancy must be released in writing by the Office of Housing and Residence Life at HHLC.**

## SECTION 8: YOUR AUTHORIZATION

Upon receiving your signed application, Housing & Residence Life will attempt to meet your preference for location and room type. Housing & Residence Life cannot guarantee that your assignment will meet one of your preference requests. If the assignment is not the location or the room type you requested, it is because assignments are made as vacancies permit. Housing is only guaranteed for entering students at the freshman level who return their housing application, contract, and deposit prior to May 1st and are scheduled for an orientation with Admissions prior to May 1st. Freshman are not required to live in university housing. Housing and Residence Life does not make room assignments and will not consider room changes based on race, ethnicity, religion, disability, sexual orientation, or national origin. **Room change requests are not guaranteed and will be processed on space availability.**

Your signature acknowledges that all of the above information is correct to the best of your knowledge and that this information may be released in the event of an emergency. Furthermore, it acknowledges that you have read, understand and agree to all conditions herein contained as part of the Housing Application.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Parent/Guardian Signature also required if the applicant is under 18 years old at the time of this application. You have read, understand, and agree to all the conditions herein contained as part of the Housing Application.

**Signature of Parent/Guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_