

Denison University - Office of Campus and Residential Life

REASSIGNMENT REQUEST

SIH _____
Singles _____
Regular _____

Person Requesting Reassignment:

Name: _____ M F

Current Hall and Room: _____ Class Year _____

Student ID: _____ Room Phone _____

I hereby authorize the Office of Campus and Residential Life to change my room assignment as requested on this form for the noted semester and I will accept the new assignment I have specified. I have read and will comply with all of the room change procedures as outlined on this form and in the Housing and Residential Life Student Residence Agreement, and the Denison University Student Handbook. You are responsible to reline request if desires change.

Signature: _____ Date: _____

Personal Living Preferences

1. Do you smoke? Y N
2. Do you object to a roommate who smokes? Y N
3. Would you consider yourself to be excessively neat? Y N
4. Will you normally go to bed before midnight on weeknights? Y N
5. Will you consider you room a primary place to study? Y N
6. Do you prefer the noise level in your room to be quiet? Y N
7. Do you feel comfortable having guests in your room? Y N

Room Change Request:

Please mark all buildings for which you would like to be considered in order of preference, with "1" being your first choice. Be sure to mark only those buildings in which you will accept an assignment. Please note that each housing option below is DIFFERENT. Housing options include all-men, all-women, coed, first-year only housing, general housing (all four years), smoke-free, alcohol-free, quiet, or various combinations of these options.

- | | | | |
|-------------------|------------------|------------------|------------------------|
| _____ Ash | _____ East | _____ SAE | _____ Sunset A |
| _____ Beaver | _____ Gilpatrick | _____ Sawyer | _____ Sunset B |
| _____ Beta | _____ Huffman | _____ Shaw | _____ Sunset C |
| _____ Chamberlin | _____ Kappa Sig | _____ Shepardson | _____ Sunset D |
| _____ Crawford | _____ King | _____ Shorney | _____ Sunset House |
| _____ Curtis East | _____ Morrow | _____ Smith | _____ Taylor |
| _____ Curtis West | _____ Preston | _____ Stone | _____ Satellite Houses |

Note any specific room/suite/apartment preferences in the "Comments" section on the back of this form.

Moving to a Specific Empty Space: To be completed by the person(s) who is CURRENTLY assigned to a room/suite/apartment which has an empty space is anticipated (i.e. students traveling abroad, withdrawal from Denison, etc.)

Name(s): _____ Student ID(s): _____

Current Room Assignment: _____ Signature: _____ Date: _____

Break Contact Information: Please list the telephone numbers and addresses where you can be reached during break

Date(s): _____ Telephone Number: _____ Address: _____

Email: _____

Date(s): _____ Telephone Number: _____ Address: _____

Email: _____

Comments:

Please supply any additional information (i.e. specific rooms in which you are interested, additional names and student ID numbers of those who may already occupy a space (suites/9-person areas), the names and student ID numbers of other students who may wish to be moved as a group, etc.).

Office Use Only:

Class Year: _____
Reg. Lottery: _____
SIH Lottery: _____
Singles: _____
Taylor: _____

Approval Date: _____
New Assignment: _____
Staff Initials: _____
Student Contacted: _____