

- I. **Cancellation Provisions.** You are responsible for the full amount of the University Housing Terms and Conditions agreement period unless you formally cancel in writing within the following timelines and requirements. You must cancel your agreement by notifying University Housing in writing via the official cancellation form. Your cancellation date will be recognized as your last date of occupancy. Note: In all cases the administrative fee is non-refundable.

#### **CANCELLATION CHARGES FOR THE ACADEMIC-YEAR**

- 0% of fall housing charges for termination prior to June 1<sup>st</sup>.
- 10% of fall housing charges for termination between June 1<sup>st</sup> and July 15<sup>th</sup>.
- 25% of fall housing charges for termination between July 16<sup>th</sup> and September 10<sup>th</sup>.
- 50% of fall housing charges for termination between September 11<sup>th</sup> and September 20<sup>th</sup>.
- 75% of fall housing charges for termination between September 21<sup>st</sup> and September 26<sup>th</sup>.
- 100% of fall & spring housing charges for termination after September 26<sup>th</sup>.

#### **CANCELLATION CHARGES FOR THE ACADEMIC-YEAR SPRING TERM (For New Spring Agreements Only)**

- 0% of spring housing charges for termination prior to November 15<sup>th</sup>.
- 25% of spring housing charges for termination between November 16<sup>th</sup> and January 30<sup>th</sup>.
- 50% of spring housing charges for termination February 1<sup>st</sup> and February 11<sup>th</sup>.
- 75% of spring housing charges for termination between February 12<sup>th</sup> and February 17<sup>th</sup>.
- 100% of spring housing charges for termination after February 17<sup>th</sup>.

#### **CANCELLATION CHARGES FOR THE SUMMER TERMS**

*(This only pertains to students who have applied for summer housing.)*

- 0% of summer housing charges for termination prior to May 1<sup>st</sup>.
- 25% of summer housing charges for termination between May 1<sup>st</sup> and June 1<sup>st</sup>.
- 50% of summer housing charges for termination between June 2<sup>nd</sup> and June 6<sup>th</sup>.
- 75% of summer housing charges for termination between June 7<sup>th</sup> and June 12<sup>th</sup>.
- 100% of summer housing charges for termination after June 12<sup>th</sup>.

Students who enter into a housing agreement during the fall semester are responsible for the full agreement period, which lasts through the academic-year spring term.

Students may be eligible for a cancellation fee up to **15%** of the remaining housing charges on the agreement if they have a medical or financial hardship. To be considered for this reduction, students must provide written documentation to University Housing personnel. Decisions regarding the exact cancellation fee will be made individually on a case-by-case basis. This documentation will be reviewed by a University Housing Committee for final approval of a cancellation fee.

Students who cancel a fall renewal agreement for the following year's academic agreement term, but are remaining a resident for the summer, will have their summer agreement revert to a summer-only agreement. The dates to vacate their space will be outlined by the summer-only agreement dates posted on the housing website. Only residents who are continuing their residency in the fall term or those who are anticipating summer graduation are permitted to stay for the full summer housing term.

Continuing residential students who complete a renewal agreement but cancel their summer agreement will also have their following academic year agreement and assignment terminated.

**Graduating and Study Abroad/Internship Students:** To avoid being charged for the remainder of the University Housing Terms and Conditions Agreement and/or cancellation fees; graduating students and study abroad/internship students whose housing agreement continues past their date of graduation or start of their study abroad program must provide a written notice of cancellation on or before: 1) October 31 for December graduates or spring study abroad/internship programs and, 2) on or before May 31 for August graduates or fall study

abroad/internship programs. Note that no advanced notification is required for May graduates since no housing agreement extends beyond this date.

Students who are not enrolled, are removed for conduct reasons, are financially non-compliant or academically suspended will be responsible for the full amount of the University Housing Terms and Conditions Agreement.

*Cancellation Prior to or During Occupancy (Military Personnel Only):*

You may terminate the University Housing Terms and Conditions Agreement with no cancellation fees or future housing charges if you enlist or are drafted or commissioned in the U.S. Armed Forces.

You may also terminate the University Housing Terms and Conditions Agreement with no fees or future housing charges if:

- You are a member of the U.S. Armed Forces or reserves on active duty or a member of the National Guard called to active duty for more than 30 days in response to a national emergency declared by the President of the United States: *and*
- You receive orders for permanent change-of-station, receive orders to deploy with a military unit or as an individual in support of a military operation for 90 days or more, *or* are relieved or released from active duty.