



**STUDENT HOUSING CONTRACT  
NOTICE OF TERMINATION**

Name (print): \_\_\_\_\_

Panther ID#: \_\_\_\_\_

GSU Email: \_\_\_\_\_@student.gsu.edu

Phone #: \_\_\_\_\_

I am canceling my Housing Contract for:  Fall Semester  Spring Semester

The reason for my cancellation is (check one):

- Graduating  Transferring/Withdrawal  Study Abroad  Financial Hardship  
 Internship  Other (Please specify): \_\_\_\_\_

FALL SEMESTER 2015 - SPRING SEMESTER 2016	
Cancellation Form Received*	Fees due upon Cancellation
On or before May 31, 2015	<ul style="list-style-type: none"> <li>Forfeiture of \$350 Room Deposit; and</li> <li>\$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> </ul>
June 1-June 30, 2015	<ul style="list-style-type: none"> <li>\$150 Room Cancellation Fee;</li> <li>Forfeiture of \$350 Room Deposit; and</li> <li>\$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> </ul>
July 1- July 31, 2015	<ul style="list-style-type: none"> <li>\$250 Room Cancellation Fee;</li> <li>Forfeiture of \$350 Room Deposit; and</li> <li>\$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> </ul>
Aug.1-October 15, 2015	<ul style="list-style-type: none"> <li>\$350 Room Cancellation Fee;</li> <li>\$100 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> <li>Forfeiture of \$350 Room Deposit if cancellation received before the first day of classes;</li> <li>Pro-Rata charge of Fall Semester Housing Fee** from first date available for Move-In through date of move out;</li> </ul>
October 16- Nov. 1, 2015	<ul style="list-style-type: none"> <li>\$500 Room Cancellation Fee; and</li> <li>\$200 PantherMeals Cancellation Fee</li> <li>Full Fall Semester Housing Fee**</li> </ul>
Nov. 2, 2015-March 4, 2016	<ul style="list-style-type: none"> <li>Full Fall Semester Housing Fee**; and</li> <li>½ Spring Semester Housing Fee**</li> </ul>
March 5, 2016 or Later	<ul style="list-style-type: none"> <li>Full Fall and Spring Semester Housing Fee**</li> </ul>
SPRING 2016 SEMESTER	
Cancellation Form Received	Fees due upon Cancellation
On or before Dec. 1, 2015	<ul style="list-style-type: none"> <li>Forfeiture of \$350 Room Deposit</li> <li>\$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> </ul>
Dec. 2, 2015 – Jan. 4, 2016	<ul style="list-style-type: none"> <li>\$150 Room Cancellation Fee</li> <li>Forfeiture of \$350 Room Deposit</li> <li>\$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> </ul>
Jan. 5 –March 4, 2016	<ul style="list-style-type: none"> <li>\$350 Room Cancellation Fee;</li> <li>\$200 PantherMeals Cancellation Fee if room assignment was in Patton Hall or Piedmont North.</li> <li>Forfeiture of \$360 Room Deposit if cancellation received before the first day of classes;</li> <li>Pro-Rata charge of Spring Semester Housing Fee** from first available Move-In date through date of move out</li> </ul>
March 5, 2016 or later	<ul style="list-style-type: none"> <li>Full Spring Semester Housing Fee**</li> </ul>

I understand that I am agreeing to move out within 24 hours of the effective date of my termination as listed above or by the Move Out Date listed below. I understand that all charges related to my cancellation will not be processed, until confirmation of my move out has been received by the Housing department. I must return my room key, mailbox key, access card and parking decal. I understand that submission of this form means that I am giving up my room assignment. Should I change my mind, I must reapply for a housing assignment. This form must be returned to the Central Housing Office. \_\_\_\_\_ (Initial)

Student Signature

Date

**Official Use Only**

Rec'd By

Date Received:

Room Rec'd

Yes  No

Room Assignment

Hall:

Room #:

Move Out Date

Termination Amount

\$

**Mailing Address:**  
P.O. Box 3961  
Atlanta, GA 30302-3961

**Phone:** 404/413-1800  
**Fax:** 404/413-1803  
**Email:** [housing@gsu.edu](mailto:housing@gsu.edu)