



STUDENT HOUSING CONTRACT NOTICE OF TERMINATION

UNIVERSITY HOUSING

Name (print): _____

Panther ID#: _____

GSU Email: _____@student.gsu.edu

Phone #: _____

I am canceling my Housing Contract for: Spring Semester

The reason for my cancellation is (check one):

Graduating Transferring/Withdrawal Study Abroad Financial Hardship

Internship Other (Please specify): _____

SPRING SEMESTER 2020 (For applicants who submitted a housing contract for Spring 2020)	
Cancellation Form Received*	Fees due upon Cancellation
On or before November 30, 2019	<ul style="list-style-type: none"> Forfeiture of \$350 Room Deposit; \$50 PantherMeals Administrative Fee if room assignment was in Patton Hall, Piedmont North, or Piedmont Central.
Dec. 1, 2019 – Jan. 8, 2020	<ul style="list-style-type: none"> \$150 Room Cancellation Fee; Forfeiture of \$350 Room Deposit; and \$50 PantherMeals Administrative Fee if room assignment was in Patton Hall, Piedmont North, or Piedmont Central.
Jan. 9, 2020 –March 4, 2020	<ul style="list-style-type: none"> \$350 Room Cancellation Fee; Forfeiture of \$350 Room Deposit; and \$200 PantherMeals Administrative Fee if room assignment was in Patton Hall, Piedmont North, or Piedmont Central. Forfeiture of \$350 Room Deposit if cancellation received before the first day of classes; Pro-Rata charge of Spring Semester Housing Fee from first available Move-In date through date of move out.
March 5, 2020 or later	<ul style="list-style-type: none"> Full Spring Semester Housing Fee & Panther Meal

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. If I change my mind I must reapply for a housing assignment. This form must be returned to the Central Housing Office. Resident will not receive a refund of any portion of the Housing Fees or other applicable fees as a result of this cancellation for cause as outline in Section VI. A. of the Housing Agreement

_____ (Initial)

Student Signature _____

Date _____

Official Use Only	Official Use Only
Rec'd By _____	Date Received: _____
Room Assignment _____	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
Myyhousing.gsu.edu