

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): _____

SPRING 2018 SEMESTER (FOR SPRING 2018 APPLICANTS ONLY)	
Cancellation Form Received	Fees due upon Cancellation
On or before Dec. 1, 2017	<ul style="list-style-type: none"> Forfeiture of \$350 Room Deposit \$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall, Piedmont North, or Piedmont Central.
Dec. 2, 2017 – Jan. 4, 2018	<ul style="list-style-type: none"> \$150 Room Cancellation Fee Forfeiture of \$350 Room Deposit \$50 PantherMeals Cancellation Fee if room assignment was in Patton Hall, Piedmont North, or Piedmont Central.
Jan. 5, 2018 – March 4, 2018	<ul style="list-style-type: none"> \$350 Room Cancellation Fee; \$200 PantherMeals Cancellation 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, 2018 or later	<ul style="list-style-type: none"> Full Spring Semester Housing Fee**

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

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