

NAME: _____

DATE AND TIME STAMP:

STUDENT ID #: _____

CURRENT BLDG & ROOM #: _____



HOUSING RENEWAL FORM FOR 2012-2013

Completing this form is the next step in the housing renewal process for all current residents who would like to return to on-campus housing in the 2012-2013 academic year. In addition to completing this form, you must also log on to <https://housing.webster.edu/PatronWeb> and complete the **Housing Application Academic Year 12/13 SO JR SR GR**.

- If you are a current junior, senior, or graduate student (as designated by credit hours earned by the end of Fall 2011), you are eligible to participate in the *Homesteading Process* if you choose. The explanation and form for this process is on the back. If you do NOT want to use the *Homesteading Process*, then complete the *Room Sign-Up Process* section instead.
- If you are a current freshman or sophomore (as designated by credit hours earned by the end of Fall 2011), you must participate in the *Room Sign-Up Process* and complete the form below.

CHECK ONE:

- _____ I will participate in the Room Sign-Up Process (*complete the section below*).
- _____ I am a current junior, senior, or graduate student, and I am applying to participate in the Homesteading Process (*complete the section on the back*).

ROOM SIGN-UP PROCESS

You will complete the information below so that we can assign you to a Room Sign-Up appointment on either Wednesday, February 22, 2012, or Thursday, February 23, 2012. You will attend your Room Sign-Up appointment to choose your space for 2012-2013.

COMPLETE THE FOLLOWING:

Email Address: _____ Cell Phone: _____

READ THE STATEMENTS BELOW, AND WRITE YOUR INITIALS NEXT TO EACH ONE:

- _____ I understand that the room sign-up appointments are based on current yr. in school based on earned credit hrs.
- _____ If I am signing up with a group, I understand that our credit hrs. will be averaged.
- _____ If I am signing up with a group, I understand that no official assignment will be given without a submitted online application (via patronweb) from every member of the group.

CHECK ONE OF THE FOLLOWING TWO OPTIONS:

- I AM SIGNING UP AS AN **INDIVIDUAL**.
- I AM SIGNING UP WITH A **GROUP** (2 OR MORE STUDENTS WANTING TO LIVE TOGETHER).

IF YOU ARE SIGNING UP WITH A GROUP, COMPLETE THE TABLE BELOW.

My group members are:

| | NAME | STUDENT ID NUMBER |
|----|------|-------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

Each member of a Group must complete a Housing Renewal Form. However, if a member of your group has never lived on campus, you will list his/her name as a member of your group, but he/she does not fill out a Housing Renewal Form. He/she should instead complete just the online Housing Application, available on www.webster.edu/housing. On the Application, he/she should list your name(s) as a roommate preference.

Group names must match on all the Housing Renewal Forms in order for the group request to be granted.

All Housing Renewal Forms must be stapled together to be considered a Group.

Signature

Date

HOMESTEADING PROCESS

1. Only current juniors, seniors, and graduate students (as designated by credit hours earned by the end of Fall 2011) that are currently registered at the home campus in Webster Groves, MO, for the Spring 2012 semester and that are currently living on campus during the Spring 2012 semester are eligible to participate in the Homesteading Process. In addition, students must have no judicial or other account holds on their record to be eligible.
2. Eligible students will be permitted to reserve a non-specific space in their current area and room type. Example: If you currently reside in East 206D, which is an East Single, you will be requesting to remain in an East Single, not necessarily the specific room number of East 206D.
3. WVA Efficiencies will be designated only as shared spaces starting in Fall 2012, so if anyone wishes to homestead in a WVA Efficiency, they must accept a roommate. There will be a limited number of available spaces for homesteading in Maria Hall, due to freshmen-designated floors. Homesteading is **NOT ALLOWED** in West Hall.
4. Homesteaders can pull in roommate(s) if their requested roommate(s) are also eligible for the Homesteading Process (see eligibility requirements in #1 above).
5. Homesteaders can request roommate(s) that are not eligible for the Homesteading Process, but there is no guarantee these requests will be granted. The homesteader's preferred roommate(s) will go through the Room Sign-Up Process. If the space is still available when the preferred roommate arrives for their appointment time, the homesteader and the preferred roommate can be assigned to live together.
6. If we are able to grant a roommate request, please note that roommate preferences must match on the Housing Renewal Forms. For example, if Kelly Smith requests Jane Smith on her form, but Jane Smith does not request Kelly Smith, we will not place them as roommates.
7. Approved Homesteading Process applicants will not be eligible to select a space during the Room Sign-Up Process.

COMPLETE THE FOLLOWING:

Email Address: _____ Cell Phone: _____

READ THE STATEMENTS BELOW, AND WRITE YOUR INITIALS NEXT TO EACH ONE:

- _____ I understand that this is an application for the homesteading process, and there is no guarantee that my request will be granted.
- _____ I understand that I am applying to homestead in my current area and room type, not in a specific room number.
- _____ If I am signing up with a roommate request, I have read and understand sections 4, 5, and 6 above.

CHECK ONE OF THE FOLLOWING TWO OPTIONS:

- I AM SIGNING UP AS AN **INDIVIDUAL**.
- I AM SIGNING UP WITH **ROOMMATE(S)**.

LIST YOUR CURRENT HOUSING TYPE AND PREFERENCES:

During the Spring 2012 semester, I am living in the following housing area and room type:

___ WVA 2-Bed ___ WVA 4-Bed ___ WVA Eff. ___ East Single ___ East Double ___ Maria Double

If possible, I would specifically like to live in one of these rooms (*list a room number or preferences regarding location*):

Preference One: _____ Preference Two: _____

IF YOU ARE SIGNING UP WITH ROOMMATE(S), COMPLETE THE TABLE BELOW.

My roommate requests are:

| NAME | STUDENT ID NUMBER | Is he/she eligible for the Homesteading Process? (yes / no) |
|------|-------------------|---|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

Each roommate must complete a Housing Renewal Form. *However, if a requested roommate has never lived on campus, you will list his/her name above, but he/she does not fill out a Housing Renewal Form. He/she should instead just complete the online Housing Application, available on www.webster.edu/housing. On the Application, he/she should list your name(s) as a roommate preference.*

Roommate names must match on all the Housing Renewal Forms in order for the roommate request to be considered.

Signature _____

Date _____