

# Off-Campus Housing Application

Paul Smith's College • Office of Residence Life • Routes 86 & 30, Paul Smiths, NY 12970 • 518-327-6440

PLEASE PRINT:

First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Date of Entry \_\_\_\_\_ Full Time or Part Time (circle one)

Please list the semesters that you have lived on campus \_\_\_\_\_

Academic Year for which you are applying \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

**THIS FORM WILL BE VALID FOR THE ACADEMIC YEAR YOU ARE APPLYING FOR.**

**\*On-campus housing applications have a term of one year and no student may move off campus during the middle of a semester. Permission to live off campus is only granted for the upcoming semester, and EVERY off-campus student must reapply prior to the start of each academic year\***

**Please check the criteria to live off campus that applies to you:**

1. \_\_\_\_\_ 22 years old or older
2. \_\_\_\_\_ Living at home with parents or guardians within 50-60 miles
3. \_\_\_\_\_ Living with a dependant child within approved distance.
4. \_\_\_\_\_ Married or entered into a civil union.
5. \_\_\_\_\_ A veteran with at least one year of active military service
6. \_\_\_\_\_ Have lived on campus for at least 4 semesters

**New off campus address will be: (Mandatory before charges are removed from bill)**

\_\_\_\_\_

\_\_\_\_\_ I have reliable transportation back and forth to classes. (Form will not be approved without acknowledgement)

**Emergency Contact Information:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Student Signature: \_\_\_\_\_

Should you have any further question please contact the Office of Residence Life at 518-327-6440 or at StudentAffairs@paulsmiths.edu

**Note:** No room refunds will be made when a resident student changes his/her status to non-resident after the beginning of the semester. Board refunds will be prorated for the remaining full weeks of the semester. Students who move off campus must check out with their RA and return their Micro-fridge unit and room keys.

This form does not guarantee that all your requests will be met