



# Single-occupancy “Buy Out” Room Agreement

Students who currently do not have a roommate may request to have their room converted to single occupancy for the current semester only. The Office of Student Programs reserves the right to approve or disapprove requests as necessary due to occupancy management concerns. By completing and returning this form to the Office of Student Programs, the student agrees to have the single room charge [(current semester rate minus telecommunications charge of 154.50) divided by 2] added to his account. This fee is prorated if the move occurs during the semester. For example, the full semester single room additional charge for Pritchard Hall (semester rate \$1,173), would be \$509.25. As of 22 February, this fee would be prorated to \$339.50.

A limited number of rooms that become completely vacant due to both students moving out and/or no-showing for the fall term may be available for students if they wish to pay for single occupancy. A waiting list is available in 109 East Eggleston for these rooms. These are available on a first-come, first-served basis; however, they do not occur often.

Students who do not purchase single occupancy have contracted for a multiple occupancy room. Vacancies in multiple-occupancy rooms are assignable at any time during the semester. Students in these rooms may not refuse roommates assigned by the Office of Student Programs.

All furniture must remain in the current room.

All rooms will return to multiple-occupancy status for the next academic year (except for the permanent single-occupancy rooms in Payne).

**(please print all information requested below)**

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

Semester:

Check	Semester
	Spring 2006

Student #: \_\_\_\_\_

Residence Hall: \_\_\_\_\_

Room Number: \_\_\_\_\_

By signing below, I affirm that I have read this agreement and will adhere to the terms listed above. I agree to pay the single-occupancy room rate for the spring semester if my room is designated as single occupancy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Office Use:

Single Allocation Date: \_\_\_\_\_ Applied to Banner \_\_\_\_\_ Applied to Vacancy List \_\_\_\_\_