

2016 SPRING

International Resident Early Arrival Request and Agreement

Conditions of Early Arrival

- To be considered for an international resident early arrival, you must be an international student attending International Student Orientation on January 11, 2016.
- There will be a nightly rate charge through the night of January 15, 2016 assessed to your account for early arrivals which needs to be paid prior to your move in. Nightly rates are calculated by dividing your total contract amount by the number of days in that contract. This means that a resident in a private room will have a different rate than a resident in a shared room.
 - January 10, 11, 12, and 13th will be charged a daily rate.
 - January 14th and 15th will be charged at a rate of \$20 per night.
 - Bedding linens can be rented for a onetime cost of \$16, if requested below.
 - Linens must be returned the morning of January 19, 2016 to our office.
- International residents attending International Student Orientation on January 11, 2016 will be allowed to check in beginning Sunday, January 10, 2016 from 2:00 PM until 6:00 PM.
- Any student checking into the residence halls either on move in day, or anytime earlier, must have their housing costs paid in full prior to receiving a key to their room.
- **The International Resident Early Arrival Request and Agreement deadline is 5:00 PM Wednesday, January 6, 2016. Applications received after this date MAY be considered; however such applications will be assessed an additional \$25.00 processing fee.**
- All applications will be approved within two business days of submission. You will receive an email from the business office manager of residence life confirming or denying your request.
- Residence Hall policies and procedures outlined on your academic year contract and in the Resident Handbook 2015-2016 will be in effect. Violations of policies will result in judicial action.

DUE by 5:00 PM WEDNESDAY, January 6, 2016 to j.wytzka@csuohio.edu / fax: 216-687-5156

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Name: _____ CSU ID #: _____

Building: **Euclid Commons** or **Fenn Tower** (circle one) Room #: _____

Email: _____ Requested bedding rental: **Yes** or **No**

Anticipated date of arrival: _____

Your signature below signifies agreement with the conditions listed above if your request is approved:

Signature: _____ Date: _____

Office use only

Request: Approved Denied By: _____ Date: _____

Reason for Denial: _____ # of Nights: _____

Total cost: \$ _____