

LEE UNIVERSITY

RESIDENCE HALL APPLICATION

Office of Residential Life and Housing ~ PO Box 3450 ~ Cleveland, TN 37320-3450
 1-800-LEE-9930 ~ (423) 614-6000 ~ housing@leeuniversity.edu

REQUIRED HOUSING POLICY & APPLICATION PROCESS

Lee University is primarily a residential campus. **Non-local** freshmen and sophomores are required to live in university housing. Complete and mail this form to the Admissions Office, along with a \$200 deposit. You may also pay your deposit online at www.leeuniversity.edu/housing-deposit. **Priority for a residence hall assignment is based on the completed application and date the deposit is received.** Residence hall assignments will not be made without the \$200 deposit. When a student graduates or moves off campus the \$200 deposit is applied as a credit to his/her student account. If a new/transfer student cancels his/her Lee University Application, this deposit is refundable by submission of a Residence Hall Reservation Deposit Refund Form. The completed refund form must be received in the Office of Residential Life and Housing thirty days prior to the first day of classes. Requests for refunds of the deposit after this deadline will not be processed. This form is available on the Residential Life & Housing page of the Lee University website.

Local freshmen and sophomores may opt to live off campus provided they live with their parents or an immediate relative. An Off-Campus Application must be submitted to the Office of Residential Life and Housing to apply for off-campus housing and approval must be obtained.

SECTION ONE (PLEASE PRINT)

Full Legal Name: _____		
LAST NAME	FIRST NAME	MIDDLE
Home Phone: () _____	Mobile Phone: () _____	
AREA CODE	AREA CODE	
Date of Birth (mm/dd/yyyy): _____	Email Address: _____	
Emergency Contact: _____		
Emergency Contact Phone Number: () _____		Alternate Phone: () _____
AREA CODE		AREA CODE
APPLICATION IS FOR:		
<input type="checkbox"/> Fall Semester in 20 _____	and/or	<input type="checkbox"/> Spring Semester in 20 _____
GENDER:	STATUS:	ENROLLMENT STATUS:
<input type="checkbox"/> Male	<input type="checkbox"/> Single	<input type="checkbox"/> New Freshman
<input type="checkbox"/> Female	<input type="checkbox"/> Married	<input type="checkbox"/> Transfer
		<input type="checkbox"/> Readmit
		<input type="checkbox"/> Off-Campus Moving On
		<input type="checkbox"/> Graduate
MEAL PLAN: (required for students with less than 30 credit hours)		
*Meal plan information is located at http://www.lee dining.com/plans.html .		
<input type="checkbox"/> 21 meals/week	<input type="checkbox"/> 10 meals/week	
<input type="checkbox"/> 15 meals/week	<input type="checkbox"/> Unlimited Plan (Deacon Jones Dining Hall only)	
SPECIAL NEEDS REQUESTS: Inform offices of Academic Support and Health Services of accommodations needed.		
<input type="checkbox"/> I have a need that requires special accommodations. List any information that would be helpful.		

SECTION TWO

RESIDENCE HALL PREFERENCE FOR SINGLE STUDENTS

Please list residence halls in order of preference. The University cannot guarantee particular assignment requests, however, every request is given the best possible consideration. The university reserves the right to reassign students to a different residence hall if the need arises. Note: Residence halls differ in price. Please refer to the following, <http://www.leeuniversity.edu/student-financial/expenses.aspx> for current cost per semester and descriptions of the residence halls. *indicates apartment style residence halls.

1. _____ 2. _____ 3. _____

Residence Halls for FEMALE Students

Atkins-Ellis Hall *Storms Hall (*sophomore status or higher*)
 Simmons Hall *Livingston Hall (*sophomore status or higher*)
 Nora Chambers Hall *Keeble Hall (*junior status or higher*)
 Tharp Hall *Brinsfield Row (*junior status or higher*)
 Davis Hall *Livingston East (*junior status or higher*)
 Sharp Hall
 Cross Hall

Residence Halls for MALE Students

New Hughes Hall
 Medlin Hall
 O'Bannon Hall
 Bowdle Hall
 *B.L. Hicks Hall (*sophomore status or higher*)
 *Brinsfield Row (*junior status or higher*)

**Preferred roommates are asked to submit their residence hall applications and deposits together.
 Requests will be honored if possible.**

Preferred roommate: _____
LAST NAME FIRST NAME (FULL LEGAL NAME) MIDDLE

Study/Sleep Habits

I stay up late Favorite kind of music _____
 I do not stay up late Hobbies/Interests _____
 I am an early riser Additional Comments _____
 I am a late riser Major Field of Study _____

APARTMENTS FOR FAMILIES AND NON-TRADITIONAL STUDENTS

*Carroll Court

One Bedroom (families with no children) Two Bedroom (families with two child maximum limit)

Spouse's Name: _____ Lee student? Yes No

Child(ren)'s name/Date of Birth: _____

SECTION THREE

I understand that preferences for roommates and specific residence halls will be honored if possible, but cannot be guaranteed. My signature indicates that I understand and agree to respect and adhere to all policies and procedures pertaining to Lee University Housing as outlined in all Lee University publications along with information given at Residence Hall meetings which are made part of this agreement. Failure to confirm enrollment as a student of Lee University will result in immediate loss of university housing and a daily housing charge, which retroactively accrues from the date of moving onto campus.

A signature is required in order to process this Residence Hall Application.

Signature of Student _____ Date ____/____/____

Signature of Parent/Guardian _____ Date ____/____/____

FOR OFFICE USE ONLY

Student Colleague ID: _____ Entering Semester/Year: _____

Date Received: _____ By (please initial): Adm _____ RLO _____ BO _____

Check or Money Order number: _____ Amount: _____