**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](http://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)**

<table>
<thead>
<tr>
<th>Full Legal Name:</th>
<th>LAST NAME</th>
<th>FIRST NAME</th>
<th>MIDDLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Phone:</td>
<td>AREA CODE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mobile Phone:</td>
<td>AREA CODE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Date of Birth (mm/dd/yyyy):</td>
<td>Email Address:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Contact:</td>
<td>Emergency Contact Phone Number:</td>
<td>Alternate Phone:</td>
<td></td>
</tr>
</tbody>
</table>

**APPLICATION IS FOR:**
- Fall Semester in 20_______ and/or
- Spring Semester in 20_______

**GENDER:**
- Male
- Female

**STATUS:**
- Single
- Married

**ENROLLMENT STATUS:**
- New Freshman
- Transfer
- Readmit
- Off-Campus Moving On
- Graduate

**MEAL PLAN:** (required for students with less than 30 credit hours)
- 21 meals/week
- 10 meals/week
- 15 meals/week
- Unlimited Plan (Deacon Jones Dining Hall only)

**SPECIAL NEEDS REQUESTS:** Inform offices of Academic Support and Health Services of accommodations needed.
- 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: _____________________________

Study/Sleep Habits
☐ I stay up late
☐ I do not stay up late
☐ I am an early riser
☐ I am a late riser

Favorite kind of music _____________________________
Hobbies/Interests _____________________________
Additional Comments
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: _____________________________
Child(ren)’s name/Date of Birth: _____________________________
Lee student? ☐ Yes  ☐ No

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: _____________________________