2018-2019 Mutual Roommate Request Form

Students wishing to choose someone to fill an existing vacancy in their double room should complete and submit this form to Residential Life (213 Tuscarora Office Building in College-in-the-Woods) during normal business hours, 8:30 a.m. - 5:00 p.m. Monday – Friday. While every effort will be made to meet the request we cannot guarantee that we will be able to meet all requests. This process only requires the signature of everyone in the suite/flat/apartment if someone is being pulled in to a single room within the flat/apartment.

To be completed by the student who has the vacancy in their room/flat/apartment

Name: ____________________________ Date: __________ B#: ____________________

Email Address: ______________________ @binghamton.edu. Gender: M___ F___ Gender Inclusive___

Building __________________________ Room Number __________________________

By my signature below I am requesting that ______________________________ be moved into my room as my roommate.

Signature: ________________________________

To pull someone into a SINGLE room in a flat/apartment, all residents of the flat/apartment must sign this form

Name: __________________ Signature

Name: __________________ Signature

Name: __________________ Signature

Name: __________________ Signature

Name: __________________ Signature

To be completed by the student who is being pulled in to the vacant space.

Name: ____________________________ Date: __________ B#: ____________________

Email Address: ______________________ @binghamton.edu. Gender: M___ F___ Gender Inclusive___

I request to be moved from my current assignment to Building: __________ Room: __________

Signature: ________________________________

Current 2018-2019 housing assignment: Building: __________________ Room: __________

(Spring 2018 admits who have not yet selected housing can skip this question.)

IMPORTANT DEADLINES AND INFORMATION:

1. Students who have not yet signed up for housing (i.e. New Spring 2018 Admits) must submit this form to Residential Life by 4:00 p.m. on MARCH 9, 2018.

2. Students who have already selected their 2018-19 housing and are requesting a room change should submit the form by March 9, 2018 to reduce the possibility of the vacancy being filled by another student.

3. Before being placed in a room you must read and sign the University Housing License in the housing sign-up system.

4. Students requesting to be placed in gender inclusive, quiet living, chem free, or break housing must sign the appropriate specialty housing agreement in the housing sign-up system.