

Request for On-Campus Housing for Summer 2009

If you are attending a class or classes for the summer Business Concepts Program at Clarkson University and will need on-campus housing, you will need to complete this form and send to the Graduate Business Program Office **at least ten days** prior to the start date of your summer class. This is to ensure that you will have accommodations. The cost for on-campus housing is \$16 per day (minimum one week charge of \$110.00) and will be charged to your student account when you register.

Name: _____

Clarkson University Student Number: _____

1. Will you need on-campus housing during the summer Business Concepts Program?

Yes ___ (if yes, please proceed to the next question and read the statement and sign below)

No ___ (if no, please fax or email this form to the Graduate Business Program Office as noted below)

2. For what week(s) will you need on campus housing (Sunday through Saturday dates listed)? (please check all that apply)

___ May 17 – May 30 (Information Systems and Microeconomics)

___ May 31 – June 13 (Organizational Behavior and Marketing)

___ June 14 – June 27 (Statistics and Accounting)

___ June 28 – July 3 (**No classes are offered this week but please check if you need housing**)

___ July 5 – July 18 (Business Law and Macroeconomics)

___ July 19 – August 1 (Operations Management and Corporate Finance)

In consideration for on-campus housing, I agree to pay Clarkson University the posted room charge of \$16 per day (minimum one week charge of \$110). I agree to the terms and conditions of occupancy specified in the Housing Handbook and Clarkson University Regulations, all of which are incorporated herein by specific reference and made part of this agreement. If I should find off-campus housing after I have registered for on-campus housing, I agree to inform the Graduate Business Program Office one week prior to my move in date. If I inform the Graduate Business Program Office less than one week prior, I agree to pay a cancellation fee of \$ 50.00.

Student Signature: _____

Home Address: _____

Telephone: _____

E-mail Address: _____

Please fax a copy of this form to the Graduate Business Program Office at 1-315-268-3810 or scan and email to busgrad@clarkson.edu. Thank you.