



CAMPUS LIVING

Campus Living Buy-Out / Cancellation Form

Student Name: _____ T#: _____

Cell Phone #: _____ Email: _____

Building and Room _____

Month and Year you are vacating: _____

Reason for vacating (optional): _____

Do you wish to cancel all applications that you may have with UA Little Rock Campus Living?

Yes

No

If you are withdrawing from classes:

All cancellations received after July 1st will result in a deposit forfeiture. Meal plans are not refundable and you will be financially responsible for your meal plan and entire time of occupancy. Any refunds will be credited to the student's account.

If you are requesting to buy-out of your lease and are enrolled:

All buy-out requests will result in a forfeiture of the housing deposit. **Please choose one option:**

I am moving off campus within 48 hours and will remain in classes until the end of the semester. (A prorated credit of 50% of the remaining semester's room charges will be applied to the student's account. Meal plans are not refundable.)

I am moving off campus at the end of the Fall Semester and will remain in classes next semester (Deadline to avoid Spring charges is December 1st)

By signing below students agree to all terms described above. A new housing application with the required deposit and application fee must be submitted to re-apply for campus housing after submission of this form.

Students signature

Date

For Campus Living Office Staff only

Date received: _____

Staff initials: _____