

HOUSING ADMINISTRATIVE FEE DEFERMENT FORM

By completing and signing this request form you are agreeing to satisfy the required housing administrative fee by the official fee pay deadline according to the current academic calendar. **Failure to do so will result in a hold being placed on your account. This hold will prevent you from completing other university business such as registering for classes, obtaining a transcript, etc.**

I _____ would like to request an extension to pay my housing administrative fee of \$250 by August 1, 2017.

Academic Term for extension: (FA / SPR/ SU) Year: _____

STUDENT PROFILE:

First Name	Last Name	Banner #	Date
Status: _____ New Student _____ Transfer _____ Re-Admit _____ Continue Student			

Reason for Deferment:

I, _____ agree on this day of _____, 20____ to pay the required non-refundable housing administrative fee by _____, 20____. I understand that my application will still be processed into the Residential Management System (RMS) and I will be assigned a room for the designated semester.

Signature _____	Date _____
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The Housing Administrative Fee cannot come out of your refund from financial aid. You have to report to the office to make a payment.

For Office Use Only

Deferment Approved _____ Deferment Denied _____
Comments _____
Staff Signature _____ Date _____