

NAVARRO COLLEGE

RESIDENCE HALL APPLICATION

Date/Receipt#: _____

Last Name First Name Social Security Number

Permanent Address

Street - Route - Box

City State Zip

(_____) _____
Area Code Phone Number

Semester Applying for Housing: Year _____
Fall _____ Spring _____ Summer _____
Sex: Female _____ Date of Birth: _____
Male _____ / _____ / _____
Month Day Year

Have you been charged or convicted of a felony? Yes or No

If yes, please provide a statement explaining the situation (attach additional pages, if needed)

Driver's License Number: _____ E-Mail Address: _____

In case of emergency: _____ (_____) _____
Name Address Area Code Phone Number

All Residence Halls are Smoke Free

1. What major do you foresee as being your field of study? _____
2. What is your ethnic background? _____
3. Which extracurricular athletic events are you going to participate? _____
4. What are your hobbies and interests? _____

All rooms have air conditioning, carpet, basic cable TV, local phone service (bring your own phone), two mattresses, and a dresser and desk to be shared with roommates.

Preference: (check one) _____ Apartment-style residence hall _____ Suite-style residence hall

Building name of residence hall preference (if known): 1. _____ 2. _____

Roommate preference: _____ - _____ - _____
Name Roommate Social Security Number

Meal plan preference: _____
15-meal plan (M-F) 18-meal plan (M-Sun)

Roommate requests are more likely to be honored if both applicants request each other, and the applications are received at the same time. All requests are based on a first-come, first-serve basis.

All cancellations must be in writing by the resident. In order to avoid forfeiture of deposit, students must notify the housing office no later than 30 days prior to the beginning of the semester that they plan to attend.

Enclosed is my \$200.00 room deposit: _____ Check# _____ Money Order # (NO CASH PLEASE)

I certify that I have read and understand the policies listed on the reverse side.

Signature

Date

NAVARRO COLLEGE
RESIDENCE HALL POLICIES AND PROCEDURES

(Please read carefully)

1. Navarro College students who are classified as full-time (12 or more credit hours) by the Registrar's Office are eligible to live in the College Residence Halls.
2. Students living in residence halls are required to participate in the current meal plan. Meals not taken are not reimbursed.
3. Period of Contract: The Housing contract is for the full amount of time that the student lives in campus housing.
4. A \$200.00 room deposit must accompany this application unless the applicant already has a deposit on file with the Business Office. This deposit will be kept on file during the period of residency. Provided all checkout procedures are followed at the end of that time, the deposit will be refunded less damages incurred. No deposit will be refunded in the event the student decides not to live on campus.
5. This application can be voided by the resident during the semester without penalty only if one or more of the following conditions exist:
 - a. Medical problems that make it necessary for the resident to withdraw from college or to live off campus. This must be substantiated by a physician's statement.
 - b. Marriage: proof of marriage must be presented to the Housing Office.
 - c. Academic or disciplinary dismissal from college.
6. For refund purposes, all notices of cancellations must be in writing by the student.
7. **Room assignments will be cancelled if not claimed by 3:00 pm, on the Friday before classes begin.**
8. The college reserves the right to cancel the application if resident would pose problems in maintaining order, health, discipline, or the general well-being of others living in the residence halls.
9. The college reserves the right to make all housing assignments and reassignments as necessary; this includes temporary accommodations during breaks and holidays.
10. A student withdrawing from college shall be expected to follow the official checkout procedures at the residence halls, notify the Housing Office in person or writing, and vacate the college residence hall within 24 hours after withdrawal.
11. The student agrees to comply with the rules, regulations, and conditions contained in this application, the Residence Hall Handbook, the Student Handbook, and the College Catalog.

Inquiries concerning the College Residence halls and the terms of this application should be directed to the Housing Office at (903) 875-7540/7541.

EQUAL EDUCATIONAL OPPORTUNITY

Navarro College shall not discriminate against any person on account of race, color, religion, creed, gender, age, national origin, ancestry, disability, marital status, or veteran's status. Navarro College adheres to the policies and procedures as prescribed under ADA-504.

Housing Application and deposit of \$200.00 should be sent directly to:

HOUSING OFFICE
Navarro College
3200 West 7th Avenue
Corsicana, Texas 75110