



WALDORF COLLEGE RESIDENCE LIFE

Office use only:
Date request arrived in
Residence Life Center/initials: _____

Request for early arrival or extended stay in Housing

Request for early arrival to housing or late departure (check-out) from campus housing must be turned in to the Student Life Office no later than 72 hours before the date that is requested.

Name (Please Print) _____ Email _____
Hall/Room/Apartment/House _____ Box # _____ Phone # _____
Home Address _____ Home Phone _____
_____ Cell Phone _____
Dates Requested: _____ to _____

Reason for request (Be as specific as possible):

If request is granted, I realize there may be a charge of \$25 per day that could be applied to my student account if the reason for my stay is not related to school work.

(Student Signature)

Note: During vacation periods, Food Service will be closed. All campus policies are still in effect.
(Please see Student Handbook.)

For Office Use Only:

_____ Granted _____ Denied
_____ Response Sent: _____
_____ Door Card Changed: _____

**Please Return to: Student Life Office
106 S. 6th Street
Forest City, IA 50436**

Fax to: 641-585-8208
E-mail: reslife@waldorf.edu

