



UNIVERSITY Housing

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TO: All Residents
FROM: University Housing
DATE: October 26, 2009
SUBJECT: **Room/Meal Plan Change(s) and Contract Cancellation for Spring 2010**

*****VERY IMPORTANT: PLEASE READ*****

As the fall semester comes to an end, we are preparing information for the closing of the residence halls. You will receive specific information at a later date about closing. However, be advised that all residence halls will close on Friday, December 11, 2009, at 6:00 p.m. *The Village* Apartments will not close during the Winter Break. The final meal for the semester will be lunch on December 11th.

ROOM AND MEAL CANCELLATION

Your housing contract is for the academic year— fall 2009 and spring 2010 semesters. **There is no buy-out option.** Students are financially responsible for the terms of their contract. Please refer to the 2009-2010 Room and Board Contract terms and conditions at <http://www.gcsu.edu/housing/policies.htm>.

For those students who are **NOT** returning to GCSU for the spring 2010 semester, you must come by the University Housing Office located in Sanford Hall to complete a cancellation form for next semester. You may download/print this form from <http://www.gcsu.edu/housing/current/forms.htm> and return it to the University Housing Office by **Tuesday, December 1st, by 4:00 p.m.** Any forms received after that date will result in a late fee.

ROOM AND BUILDING CHANGES

Students may request a room change before the Winter Break; however, in order to be considered for a move, you must fill out and turn in the necessary paperwork by **Thursday, December 3rd, by 7:00 p.m.** All paperwork must be picked-up/returned to your building's Hall Director. Hall Directors will contact students to let them know whether a move has been approved. **ALL MOVES MUST BE COMPLETED BEFORE YOU LEAVE FOR THE WINTER BREAK.** Below are the room/apartment rates.

Residence Halls:	Double Room (\$2,284)	Single Room (\$2,893)	Triple Room (\$2,163)	Double as a Single Room (\$3,074)
<i>The Village</i> Apts.:	1 bedroom (\$4,007)	2 bedroom (\$3,657)	4 bedroom (\$3,220)	

MEAL PLAN CHANGES

Students will have **until 4:00 p.m. on December 1st** to lower their meal plans for spring semester. Below are the available meal plans.

150 Block Plan with \$250.00 Dining Dollars/\$150 CatCash	\$1,478.00 (first-year Village and upper-class residents)
100 Block Plan with no Dining Dollars/no CatCash	\$ 714.00 (upper-class residents)
25 Block Plan with no Dining Dollars/no CatCash	\$ 179.00 (upper-class residents)
14 Meals per week with \$200 Dining Dollars/\$100 CatCash	\$1,783.00 (all first year and upper-class residents)
Unlimited Plan with \$150.00 Dining Dollars/\$50 CatCash	\$1,830.00 (all first year and upper-class residents)

Any unused CatCash or Dining Dollars on your account at the end of the fall semester will "rollover" to your spring semester balance. You must come by the University Housing Office located in Sanford Hall to complete/submit the appropriate form. Please **do not** e-mail or fax requests for changes.

NOTE: SPRING 2010 SEMESTER PAYMENT DEADLINE IS DECEMBER 12, 2009.