Winter Break Housing Information 2015-2016

During the Winter Break, a limited amount of housing is provided for approved athletes, international students who cannot go home for the break, students who are taking classes at Penn that begin before classes at Haverford, and students under extenuating circumstances. **Students who apply for and choose housing in designated winter break housing dorms are responsible for knowing, understanding and agreeing to abide by the guidelines and policies of this housing.** Traditionally, the Athletic Dept. coordinates the assignment of winter break housing for athletes who will be housed in HCA 10, 14, 18, 19, Drinker, and Yarnall and the Office of Residential Life coordinates requests for and the assignment of winter break housing in HCA 11 and 23 for international students, students taking classes at Penn, and students under extenuating circumstances (e.g., when winter weather prevents a student from getting home at the end of the semester).

As first announced before Spring Room Draw 2015, seven additional upper-class buildings at HCA (# 15, 30, 31, 35, 46, 50, and 808) have been designated as being Winter Break Housing and will be used only as needed.

**After filling the regular Winter Break housing buildings at HCA #10, 11, 14, 18, 19 and 23 we anticipate filling these new additional buildings, if and only as needed, in the following order: HCA #15, 31, 35, 50, 46, 30, and then 808.**

Students requesting Winter Break Housing must fill out and submit the Winter Break Housing Application form and submit it to the Office of Residential Life (Chase 213) by the deadline of 5:00pm, Friday, December 4th. The Office of Residential Life assigns approved students to their Winter Break housing and will send out housing assignments the week of December 7th. The application form may be downloaded (see next page) or may be picked up at the Office of Residential Life. If you are a student in one of these groups and have questions, please contact our office at 610.896.1298 or hc-reslife@haverford.edu.
2015-2016 WINTER BREAK HOUSING APPLICATION
The DEADLINE to submit applications to the Office of Residential Life (Chase 213) is 5:00pm, Friday, December 4.

1. Name (please print clearly) ___________________________ Year_____ ID_______ □ Male □ Female

2. Your current housing: _____________ Email: _____________ @haverford.edu   Cell Phone# _____________

3. You are requesting Winter Break housing because you are
   □ an international student  □ taking a class at Penn (beginning 01/13/16 or later)  □ other

4. Please CIRCLE EACH NIGHT that you are requesting Winter Break Housing.

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Un-shaded areas = Winter Break housing, Shaded areas = when dorms are regularly open

6. Do you have a friend who currently lives in HCA #11 or #23 in whose room you would like to live and s/he has given you permission? Please note: While we cannot guarantee this we will try to accommodate your request, if possible.
   □ No  □ Yes, in apartment ________ Name of friend __________________________

7. Do you know of other student(s) applying for Winter Break Housing with whom you would like to be roommates and/or apartment mates? Please note: Individual apartments in winter break housing are not co-ed.
   □ No  □ Yes Name of friend(s) __________________________________________

8. Please read the following carefully and sign below. I understand that:

   ➢ Upon receiving my winter break housing assignment, it is my responsibility and is a requirement of living in Winter Break Housing to immediately get in touch with the student in whose room I will be temporarily living to talk about basic guidelines for the use of your space and ascertain your wishes as to any instructions or any special advice or restrictions you wish to provide for room use.
   ➢ I am responsible for providing my own sheets, towels and other linens.
   ➢ I am responsible for the Winter Break housing apartment and its contents to which I have been assigned and will return the room in the condition that I found it.
   ➢ I am responsible for the Winter Break Housing key for my assigned apartment. If for any reason the key is not returned by 10:00am, Sunday, January 17, 2016, I will be charged $75.00 for a lock change plus any additional costs associated with issuing new keys to the school year residents.
   ➢ If my plans change and I decide not to take a class at Penn I will notify the Office of Residential Life, immediately, and I will not return early.
   ➢ If I am returning early to take a class at Penn, I may return one day before my class starts and not prior to this.
   ➢ I will vacate my Winter Break Housing on the agreed upon date and will return my Winter Break key by 10:00am the morning following my last night of my winter break housing. Winter Break Key drop off is at the Campus Safety Office (GIAC).
   ➢ There are no extensions beyond 10:00am, Sunday, January 17, 2016 when all dorms officially re-open for Semester II.
   ➢ Maintenance projects may need to be done over the break in the apartment in which I will be living and that I will be notified.

I have read, understand, and agree to abide by all of the above.

Signature ___________ Date ___________