Request for Release from Housing Contract

<table>
<thead>
<tr>
<th>Last Name:</th>
<th>First Name:</th>
<th>M.I.:</th>
<th>Email:</th>
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For the __________________________(Semester) of ________________(Academic Year)

I am requesting to be released from my housing contract. By doing this I wish to be relieved of the financial responsibility of the housing payment for the:

I am requesting to (check one):

- [ ] Withdraw from Mount St. Mary’s University (you must also see the Registrar)
- [ ] Move to an off-campus address and continue being a Mount student
- [ ] Other ________________________________________________________________

I am making this request to be released from my housing contract for the following reason(s): (check all that apply). Checking a box may still mean you will be assessed a $500 charge for breaking your housing contract. Please attach a separate sheet if more space is needed.

- [ ] Financial

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

NOTE: Financial data will be verified with the Financial Aid Office.

- [ ] Employment

_______________________________________________________________________

- [ ] Medical (Attach requirements from physician)

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

- [ ] Personal

_______________________________________________________________________
_______________________________________________________________________

- [ ] Other

_______________________________________________________________________
_______________________________________________________________________

Printed Name of Student ___________________ Date ___________ Signature of Student ___________________

I understand that by signing above I will be granted a release from my contact, but I may be assessed a $500 fee for a breach of my housing contact. Confirmation of release and $500 fee status will be sent via email to the address provided above.