



UNDERGRADUATE STUDENT HOUSING RESERVATION FORM SPRING SEMESTER 2009

Student Type: New Freshman New Transfer Current

New freshman students planning to attend Clayton State University fulltime (12 or more credit hours per semester) must make a reservation for on-campus housing. **Current students and transfer students** who are planning to enroll fulltime also are eligible to live in on-campus housing. Housing room assignments generally are made in the order in which reservation forms and applicable reservation fees are received. You will have the opportunity to indicate your roommate and meal plan preferences at the time you receive your housing contract mailing.

LakerID# _____

Full Name
Last
First
Middle

Gender Female Male **Date of Birth** _____
Month
Date
Year

Phone Number _____
(Area Code)

Current Mailing Address
Street
City
State/Country
Zip Code

Your Email Address _____ **Your Fax Number** _____
(International students please include country code and city code)

HOUSING RESERVATION FEE SCHEDULE

By December 1, 2008 \$100.00
 After December 1, 2008 \$200.00

HOUSING RESERVATION FEE REFUND SCHEDULE

Students who cancel their reservation *in writing* with Housing Office prior to contract signing will receive a refund of the reservation fee as follows:

By December 1, 2008 50% refund
 After December 1, 2008 No refund

Signature

Date

Return this form and payment to:
Office of Undergraduate Admission
Clayton State University
2000 Clayton State Blvd.
Morrow, Georgia 30260

METHOD OF PAYMENT FOR RESERVATION	
<input type="checkbox"/> Check or Money Order enclosed – Payable to: Clayton State University	
You may also elect to use Discover, Visa or MasterCard to pay the Reservation Fee. Please check card to be used and complete the required information below:	
<input type="checkbox"/> Discover	<input type="checkbox"/> Visa
<input type="checkbox"/> MasterCard	
Account Number	_____
Expiration Date	_____
Authorized Signature	

FOR OFFICE USE ONLY	
Date Received	_____
Fee Amount	_____
Refund Request Date	_____
Refund Amount	_____

Individuals with disabilities requiring residence hall assistance or accommodations for participation in any Clayton State University sponsored event, or to obtain print materials in an alternate format can contact the Disability Resource Center at (678) 466-5445 or disabilityresourcecenter@clayton.edu