



SAINT AUGUSTINE'S
UNIVERSITY
Office of Residential Life and Housing

Spring Housing Termination Request Form

Complete this form and return to:
Residential Life and Education Office
Saint Augustine's University
1315 Oakwood Ave.
Raleigh, NC 27610

Student Name _____

SAU Student ID# _____

Room Assignment (Building and Room #) _____ Contact # _____

SAU Email Address _____

Home Address _____

City, State, Zip _____

Please check the appropriate line below.

_____ I will be graduating Saint Augustine's University at the end of the fall semester.

_____ I will be transferring from Saint Augustine's University at the end of the fall semester.

_____ I will be leaving the residence halls for a reason not related to graduation/ transfer and understand that I will still be responsible for my spring semester housing fees.

Grounds for termination (per the SAU Housing Fair Reservation Form):

"Students may terminate this agreement upon written notification to the University that the student has withdrawn from the University, become academically or otherwise ineligible to continue enrollment, accepts an internship or receives military orders requiring the student to relocate outside of Raleigh; or gets married after the contract is signed".

Other important financial information (per the 2019-2021 Undergraduate Catalog):

"Room charges are non-refundable. Students who register boarding and subsequently change to non-boarding will receive an adjustment for unused board only. Board charges are refunded on a prorated basis, from the last day of the week the student leaves school, or moves out of campus housing".

By submitting this form, you are indicating you are canceling your room assignment for the fall semester and terminating your license agreement with SAU Residential Life and Housing.

Please note: Upon submission of this form your spring room assignment will be cancelled.

SIGNATURE: _____ **DATE:** _____