Residence Hall

Room Transfer Request

Applicant Information

Name: _____ ID Number: _____

Current Room: _____ Please Circle: M1 Lakeside Hall M2 Stadium Hall
M3 Alford-Conerly W1 Women's

Phone Number: _____ Email: _____

Reason for Request:

_____

_____

_____

New Room Number: _____ New Roommate: _____

New Suite Mates:

_____

By signing below I affirm that I have discussed this change with my roommate(s) and the head resident, assistant resident, or Director of Student Housing. I understand that by submitting this request I am asking to be moved to another room, and that the completion of this form does not authorize me to move into a new room. I may move into a new room when informed by the head resident, assistant resident, or Director of Student Housing. Additionally, I am aware that if I do not respond to a room offer by the given deadline, that the offer may be rescinded. Finally, I acknowledge that this is my one request to change rooms in the residence hall unless an exception has been made by the Director of Student Housing at their discretion.

Signature: _____ Date: _____

Director of Student Housing: _____ Date: _____

Office Use Only Date Received: _____

Date Processed: _____ Signature: _____ Approve Deny

Southwest Mississippi Community College does not discriminate on the basis of race, color, national origin, age, sex, religion, or disability in its programs, activities or employment practices. The following persons have been designated to handle inquiries and grievances regarding the non-discrimination policies: Mrs. Rhonda Gibson, Director of Disability Support Services, 601-276-3885; Mr. Blake Brewer, Vice President for Student Affairs and Title IX Coordinator, 601-276-3732; SMCC, 1156 College Drive, Summit, MS 39666.