



REQUEST FOR RESIDENCE EXTENSION for April 2020

All students are required to leave residence 24 hours after their last academic commitment (paper, exam, etc.). Extensions may be granted for students with scheduling conflicts due to travel or other, *exceptional*, personal circumstances.

If you would like to request an extension, please complete this form. The Assistant Dean of Students will consider your request and will respond via the email address you provided on this request form, on or before March 30. The Assistant Dean may request further information from you before making a final decision on your request.

This extension request form must be submitted to the Alex Hall front desk no later than midnight on Friday March 27, 2020

*RESIDENCE CLOSES ON APRIL 25, 2020 @ NOON. No extension will be granted beyond this date.

Name: _____

Email: _____

Phone #: _____

Room # _____

Which University: _____

Year of study: _____

Program: _____

*Date of last listed academic commitment: _____

*Your requested **date & time** of extension: _____

(Note: If an extension is granted you must leave by this date & time)

Reason for extension request (provide details below): Travel Academic Other

Details: _____

*Note: For the sake of other students still studying, students granted extensions are asked to adhere to all residence policies and to abide by 23hr exam quiet hours. **Students not respecting these policies will have their extensions revoked and be asked to leave residence immediately.***