CLARK UNIVERSITY

Office of Residential Life and Housing

HOUSING ASSIGNMENT/ROOM CHANGE REQUEST

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION

STUDENT INFORMATION

Name_____ Clark ID #_____ Gender: _____

Email Address: _____ @clarku.edu Phone Number: _____

Current Assignment: _____ Current Year: _____

I request that I be permitted to move from my current assignment to:

New Hall _____ New Room Number _____

New Roommate (if applicable) _____

Reason for requesting change in assignment: _____

Your signature: _____ Date: _____

New roommate signature(s): _____ Date: _____

We ask that students moving out of a room alert their current roommate to their room change. A follow up email will be sent to your old roommate(s) informing them of their options for filling the vacancy left in the room.

Please note that if you are replacing another student in a room, that student must also submit a Housing Assignment/Room Change Request before this form will be accepted or processed.