

CALIFORNIA STATE UNIVERSITY, LONG BEACH
HOUSING & RESIDENTIAL LIFE
APPLICATION FOR REFUND OF FEES

Name _____
Last Name (Please Print) First Name M.I

Address _____ City _____

State _____ Zip Code _____ Phone (_____) _____

Nine Digit Campus I.D. Number _____

I hereby request a refund of Housing Fees initially paid by me, less any amounts not refundable as established by State laws and regulations.

My reason for requesting this refund is:

- I never moved into the residence halls.
- I am withdrawing from CSULB effective _____
- I have requested to vacate the residence halls because _____
- Other -- explain _____

X _____
Signature of Student Date

NOTE TO STUDENT:
Your refund check normally takes approximately 60 days from the end of the current month to be processed and will be mailed to your permanent address on file with Enrollment Services. Prior to disbursing the refund check, all outstanding obligations will be deducted.

HOUSING CHARGES DUE: (To be completed by the CSULB Housing & Residential Life Office)

Stay Period: _____ To _____ Room Type _____ Meal P _____

<u>DATE</u>	<u>ROOM</u>	<u>BOARD</u>	<u>SOCIAL FEE</u>	<u>INSTALL</u>	<u>CANCEL/OTHER</u>	<u>TOTAL</u>
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
TOTAL Charges						_____

General Notes:

Circumstances beyond the control of Licensee: YES _____ NO _____

Reviewed _____ Request Approved _____
Director, Housing & Residential Life