

**DOMINICAN UNIVERSITY OF CALIFORNIA - DEPARTMENT OF RESIDENCE LIFE  
HOUSING PETITION & WITHDRAW FORM**

**In addition to completing this form, you must submit a brief typewritten statement explaining your reasoning for this petition.  
Please include any supporting information or documentation in your explanation/request.  
Submit completed forms and accompanying documentation to the Office of Residence Life (Edgehill Mansion – 2<sup>nd</sup> Floor)**

**GENERAL INFORMATION – PLEASE PRINT CLEARLY**

Name: \_\_\_\_\_ DUC ID: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current Housing Assignment:     Edgehill Village                      Room: \_\_\_\_\_  
    Pennafort Hall                              Room: \_\_\_\_\_  
    Fanjeaux Hall                                      Room: \_\_\_\_\_

**UNIVERSITY HOUSING PETITION – PLEASE CHECK ALL THAT APPLY**

**Early Entry / Extended Stay in Residence Halls** (NOTE: additional charges may be incurred for extended stay or early arrival)

Please list dates desired for Early Entry: \_\_\_\_\_

Please list dates desired for Extended Stay: \_\_\_\_\_

***GUIDELINES FOR EARLY ENTRY / EXTENDED STAY:***

- Student agrees to abide by Dominican University of California Student Handbook at all times during duration of stay
- Student agrees to have no overnight guest / visitors in the residence halls during times of early entry / extended stay
- Student agrees that failure to comply with guidelines/policies/procedures may result in immediate termination of agreement
- Student agrees to be financially responsible for any and all charges associated with the stay
- Student understands that the University reserves the right to modify room assignment (including termination of agreement) at any time and for any reason during the duration of the early arrival / extended stay.

**Termination of Housing Contract** (NOTE: may result in \$500 breach of contract penalty if approved)

- Graduating from Dominican University of California (applies only if graduating at end of fall term – no additional statement required)
- Traveling Abroad / Studying Internationally (applies to Fall residents travelling abroad in Spring – no additional statement required)
- No longer attending Dominican University of California  
If transferring, where will you be enrolling? \_\_\_\_\_
- Other – Please explain with accompanying written statement

**Change / Switch Residence Hall Rooms**

Specific room request (NOT Guaranteed): \_\_\_\_\_

*Note: requests granted based on availability of rooms and appropriateness of request as determined by the Department of Residence Life*

**Other Request** – Please provide a written statement detailing your request

**PARKING PETITION**

**First Year Student Requesting Permission to Bring Vehicle to Campus**

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ License Plate: \_\_\_\_\_

***INFORMATION REGARDING FIRST YEAR PARKING PETITION:***

- The decision of the petition review committee is final
- Priority will given to residents with qualifying medical and/or academic needs, or for special circumstances.
- Residents awarded a space will be charged \$300 for the reserved parking space in the residence hall parking lots

**STUDENT ACKNOWLEDGMENT AND AGREEMENT**

By signing this petition, I acknowledge that I have read and I agree to abide by and be bound by the terms and conditions above.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date