

SORORITY HOUSING TRANSFER PERMIT 2018-2019

NAME: _____
LAST
FIRST
MI

CWID# _____ Classification (circle one) FR SO JR SR

I have joined _____ Sorority
(Name of Sorority)

at Oklahoma State University and wish to reside at the above stated sorority house.

Residential Life Contract Cancellation

As a student at OSU, I am choosing to live in a sorority house. I do hereby indicate, by my signature below, that I wish to cancel my contract for Residential Life housing. Upon receipt of this form, Residential Life will credit a portion of the advance fee to my bursar account based on the following schedule. I understand I will **not** receive the \$50 nonrefundable application fee. The action date for contract cancellation is the date stamped on this form by the Office of Fraternity & Sorority Affairs, as described above, not the date signed.

Contract Cancellation Refund Schedule

<i>Date Received</i>	<i>Action</i>
After 5 p.m. on August 18.....	A single payment equal to two month's charges to the Residential Life facility to which the signee has been assigned must be made and the deposit is also forfeited.

Priority students must cancel their contracts; charges will accrue until Residential Life is notified of your cancellation in addition to this form.

Signature of New Member	Date
Signature of Parent	Date
Signature of Chapter Officer or Chapter Advisor	Date
Signature of Fraternity & Sorority Affairs Official	Date

University Dining Contract Cancellation

As a student at OSU, I am choosing to live in a sorority house. I do hereby indicate, by my signature below, that I wish to cancel my contracted Meal Plan with University Dining Services. I am aware that UDS strongly suggests depositing a minimum of \$350 on a non-contracted G Meal Plan for use while dining on campus. I fully understand that once those funds are deposited into a G Meal Plan they will not be forfeited at any time. Upon receipt of this form, UDS will use the dates below and charge the student accordingly for contract cancellation.

Contract Cancellation Refund Schedule

FALL 2018	SPRING 2019
August 24, 2018 by 5 p.m. No cancellation fee, but charged for the amount used.	December 21, 2018 - January 18, 2019 by 5 p.m. \$150 buyout fee, plus charged for the amount used.
After August 24, 2018 at 5 p.m. \$150 buyout fee, plus proration charges based upon what you should have used on your meal balance to the date of cancellation.	After January 18, 2019 at 5 p.m. \$150 buyout fee, plus proration charges based upon what you should have used on your meal balance to the date of cancellation.

Do not sign below if you do not wish to cancel your Meal Plan.

Signature of New Member	Date
Signature of Parent	Date

After acquiring all signatures, take the document to the Office of Fraternity & Sorority Affairs, located in 211J Student Union.