



Greek Room Change Request
Office of Student Affairs

No move may take place without the completion of this form. Rooming assignments rest with the leadership of the Greek organization. All residents effected by the move must complete this form. Only one form is necessary for all parties involved/effectuated by the move.

Name of Student _____

Current Assignment House: _____ Room Number: _____

I request to move to the following room number within the house: _____

All participants in the requested change must sign below, indicating their agreement to the change. Once all signatures are obtained, return to the Office of Student Affairs. The Residence Life Staff will process the room change request. You will be notified via Jewell e-mail or telephone if there are questions from the Office of Student Affairs or the Residence Life Staff.

	Name/Signature of Participant	House & Room Number	Date
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

Required Signatures

Chapter President _____ Date _____

Resident Director _____ Date _____

Office of Student Affairs _____ Date _____

Room changes and moves should not occur until confirmation is received from the Office of Student Affairs or unless otherwise directed by a member of the Office of Student Affairs or the Residence Life Staff.

- ◆ Return your completed form to the Office of Student Affairs.
- ◆ The Resident Director will obtain the signature from the Office of Student Affairs.