

October 2009

To Vanderbilt Students who are returning from an overseas program, internship or leave of absence:

Every student returning to Vanderbilt for spring 2010 must submit a complete housing application and authorize a \$200 housing deposit to be charged to his or her student account. The application period is November 1-30, 2009.

Vanderbilt University is a residential campus, and the residential experience is understood to be an integral part of a Vanderbilt education. This commitment to residential education is clearly expressed in the University's residential requirement:

"All unmarried undergraduate students, except those who live with their parents or legal guardians in Davidson County, must live in residence halls on campus during the academic year, May session, and summer sessions. Authorization to live elsewhere is granted at the discretion of the Director of Housing Assignments in special situations or when space is unavailable on campus." (2009/2010 Student Handbook)

Please complete the online housing application during the period November 1-30, 2009. You can access the housing application from our home page: <<http://www.vanderbilt.edu/resed>>. Please be sure to note your preferences for assignment (building and room type) on your application.

If some of your friends at Vanderbilt will have vacancies in their lodges, suites, apartments, or double rooms and you would like to live with them, please be sure to indicate this preference in the remarks section of your application. And, please be sure to ask your friends to notify this office in writing of their desire to have you as a roommate no later than November 30, 2009. They may do so by emailing <resed@vanderbilt.edu>.

If you would like to be considered for admission to the McTyeire International House and/or the McGill Project you must (1) complete the online housing application and (2) submit completed McTyeire and/or McGill applications. You may download the McGill and McTyeire application(s) from our website: <<http://www.vanderbilt.edu/ResEd/main/OnLineForms.php>>. Print them and mail the completed application(s) to us no later than November 30, 2009. If you would like to be considered for both programs, please include a cover letter indicating which program is your first choice.

To request authorization to live off-campus, you must first submit a complete online housing application. **Only those seniors who will be graduating in May 2010 may be eligible for off campus housing.** The off-campus request form is located on our website. After you have submitted the housing application you may submit an off-campus request. Off-campus requests are due no later than November 30, 2009. Please note that requests for off-campus authorization may be denied. Please do not assume that your request for off-campus authorization will be granted. Off-campus authorization decisions will be announced no later than December 18, 2009. Students who have been denied off-campus authorization will be assigned to available spaces on campus.

Please note that students whose applications are received after November 30, 2009, may not be billed for housing until February 2010. **Under no circumstances, should students or their families interpret the absence of a housing charge on the December statement to indicate that the students have been granted off-campus authorization.**

Students seeking off-campus authorization should not make off-campus arrangements (placing a deposit, signing a lease, etc.) until they have received formal authorization from me to reside off-campus.

If you have decided not to return to Vanderbilt for the spring semester 2010, please inform us by November 30, 2009.

In short, please inform of us of your housing plans for the spring semester of 2010, no later than November 30, 2009. A copy of this message will be sent to your home so that your parents or guardians will be aware of the required \$200 deposit. All upperclass residence halls will open at 12:00 NOON, Saturday, January 9, 2009. Opening time is not negotiable. We look forward to seeing you then.

Cordially,

Jason A. Jakubowski
Director of Housing Assignments
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