Residence Hall Room Changes

Summary/Purpose: This policy explains the procedures necessary for students to change their residence hall room assignment.

Everyone must stay in his/her assigned room for the first 10 class days of each semester. After that time, room changes are allowed as space permits with approval from the Department of Student Housing and Residence Life. Students interested in a room change may do so by completing a room change form at the Department of Student Housing and Residence Life.

A room-change form is required prior to moving. After the room changes period ends, changes may not be approved unless there are extenuating circumstances. Unfinished or unauthorized room changes will result in a fine of no less than $25 per day, and the student may be required to move back into his/her original room.

To complete a room change, students must officially check out of their old room and into their new room with a Residence Life staff member. Please note that students assigned into temporary housing are given priority over other room change requests. If conflicts occur between you and your roommate, both of you should consult with your RA and Hall Director who can help resolve the conflict.