

Housing Preference and Proxy Form

Please **print** and complete this form completely.

Name: _____ Student ID Number: S _____

Class Year: 20 _____ Kenyon e-mail: _____

For those without a housing assignment for Fall semester: Over the summer, after all housing assignments have been processed, admitted students without fall assignments will be assigned by Housing and Residential Life based to the extent possible on class seniority, preferences indicated on this form, and available spaces. This will happen at the beginning of August, and students will be notified of their housing assignment information then. Please complete this information so that we might be able to contact you over the summer regarding your assignment.

Home/Summer Address: _____

Home/Summer Telephone: _____ Cell Phone Number: _____

If you are participating in an Off Campus Study program, please circle the semester you will be **away** from Kenyon College's campus:

Fall semester Spring semester All year

Semester and year you are returning to campus (example: Spring 2012): _____

What will be your class status when you return to campus (circle one): Senior Junior Sophomore

Readmission to the College: If you are completing the process with the Dean of Students Office of being readmitted to the College, your assignment will be made using the preferences you have indicated (to the extent possible). Note that you will not be permitted a housing assignment at any housing selection process until after you have officially been readmitted to the College and Housing and Residential Life has been notified by the Dean of Students.

Proxy Designation: Complete this section if you will not be on campus in person to select your housing for the semester you plan to return to campus, and you wish to grant another student permission to act on your behalf on all housing assignment matters. It is advisable to select an alternate proxy as well.

I designate the following student(s) to act as my proxy (print first and last name):

Proxy's name: _____ Student ID Number: S _____

Alternate proxy's name: _____ Student ID Number: S _____

I attest I have read the information in this document and I fully understand the process and my responsibilities. I have fully completed the necessary information on this form in an accurate maner.

Your Signature: _____ Today's Date: _____

Proxy and Housing Assignment Information: The Office of Housing and Residential Life assumes no responsibility for the failure of a proxy to carry out his/her responsibilities of handling your housing-related matters. It is essential that you designate a proxy and an alternate who is willing to act on your behalf. It is also imperative that you talk to your proxy about your preferences. If you change your mind about your preferences, be sure to communicate this information to your proxy. In the event that your housing assignment is not arranged by proxy, it will be made by Housing and Residential Life staff based on your preferences, to the extent

possible. Preferences are just that - they are not guaranteed. Proxies choose rooms on a first come, first served basis. Be clear to your proxy if you wish to apply for off campus housing, a housing accommodation, or other special/interest housing options. Division housing and theme housing vacancies will be filled by the group's division or theme housing coordinator. If you are off campus for a full academic year, if you plan to participate in the April Housing Lottery, be sure to designate a reliable student to act for you that will be present at the Housing Lottery to select a room assignment for you. Housing and Residential Life will notify you of your housing assignment via your Kenyon student e-mail account before the start of the semester.

If you are returning to campus Spring semester, there is not a Housing **Lottery**; again it is important for you to select a proxy that will be present at the **housing selection process** in late November or early December to select a room assignment for you. Realistically, with so few spaces available in the Spring semester from which to select, it is very important that students maintain a realistic expectation of their housing assignment. There will be very few, if any, single rooms available. Not many (if any) double rooms will be completely vacant, which means you will likely be assigned to live with someone in a double or triple room; you may or may not know this person. It is very unlikely that a full suite or apartment will be fully vacant.

Preferences: *The preferences you provide here will help your proxy and/or Housing and Residential Life to select your housing assignment. Specific assignments will be made based on availability, class status, and the housing selection policies and procedures. Preferences are just that - they are not guaranteed.*

Rank 1 through 3. 1 = most desirable and 3 = least desirable: ___ Single room (highest cost) ___ Double room ___ Triple room

Rank 1 through 3. 1 = most desirable and 3 = least desirable: ___ Residence hall ___ Suite ___ Apartment

List your top four building preferences:

1. _____ 2. _____ 3. _____ 4. _____

I require a place to study that is:

- Quiet
- Fairly quiet
- Not quiet

I prefer my room to be:

- Very cold
- Fairly cold
- Fairly warm
- Very warm

I typically wake up in the morning:

- Before 7:00 am
- Between 7:00 - 9:00 am
- After 9:00 am

I like in a room:

- A crowd
- A few people
- My roommate
- Just me

I keep a room that is:

- Spotless
- Clean
- Semi-clean
- Rarely clean

I sleep:

- Soundly
- Fairly soundly
- Lightly

I prefer my room to be:

- Studious environment
- Social gathering place
- Place to lounge (TV, music)
- Place to rest/sleep

I prefer a roommate that:

- Smokes
- Does not smoke
- No preference

I typically go to bed at night:

- Before 11:00 pm
- Between 11:00 pm - 1:00 am
- After 1:00 am

Smoking is prohibited in all College buildings

Roommate Request: *Complete this section only if you are requesting a specific roommate and you have discussed this request with this person (and he/she would like to have you as a roommate).*

Roommate Preference: _____ His/Her Cell Phone Number: _____

Rank 1 through 4. 1 = most desirable and 4 = least desirable

Housed **together** at the North end of campus: _____ Housed **together** at South end of campus: _____

Housed **separately** at the North end of campus: _____ Housed **separately** at the South end of campus: _____

General Comments regarding housing preferences: _____
