

**RESIDENCE LIFE & HOUSING
CONTRACT CANCELLATION POLICY
Spring 2009**

*This only applies to those who arrive on campus for the spring2009
semester only!!*

The housing contract can be cancelled at any time for one of the following reasons. *Note: Students must submit **written notification** if they are canceling the housing contract for one of these six reasons. The \$30 application fee (or \$50 application fee if paper application was submitted) is non-refundable.*

1. Withdrawal from the College of Charleston
2. Transfer to another institution
3. Graduate from the College of Charleston
4. Student is academically ineligible to return
5. Study Abroad, National Exchange, or full time internship outside of Charleston, Berkley, and Dorchester Counties (documentation is required)
6. Marriage (documentation is required)

If the contract is cancelled for one of these reasons after January 1st, the \$100 housing prepayment deposit will be forfeited and not returned to the student. For returning College of Charleston students: if a financial aid deferment form was signed, the \$100 deposit will be charged to the student's account.

For students who will be attending the College of Charleston during the academic year and want to cancel the housing contract, the cancellation policy is as follows. *Note: Students must notify the Department of Residence Life and Housing **in writing** by the stated deadlines if they are canceling the housing contract. The \$30 application fee (or \$50 application fee if paper application was submitted) is non-refundable.*

On or before January 1st: Students will receive a refund of the \$100 housing deposit and the housing contract will be cancelled. For returning College of Charleston students: If a financial aid deferment form was signed, no refund will be given.

After January 1st the contract is binding and the housing contract can only be cancelled for one of the six reasons listed above.