

Dormitory Application

Office Use Only

Application Fee	Housing Deposit
Matriculation Date	Priority Code

1 Student Information

Name: Ms. Mr. _____
 Last Name First Name Middle Initial

Address: _____
 Street City/Town

State/Province Postal/Zip Code Country

Phone: _____
 Home Telephone Work Telephone

Address Effective Until* : _____
 Date the Address is Effective Until Email Address

1A All Students Check One

I am a new student

I am a returning student

1B All Students

Gordon-Corwell ID Number _____

Date of Birth _____

Social Security Number _____

Degree Program _____

1C International Students

Country of Citizenship _____

Type of Visa _____

* If your address will change before housing is assigned, please include the secondary address below

Secondary Address: _____
 Street City/Town

State/Province Postal/Zip Code Country

Phone: _____
 Telephone

2 Arrival Information

Estimated date of arrival on campus* _____

Which session do you intend to start your classes?

Fall Semester Summer Session 1

January Term Summer Session 2

Spring Semester Summer Session 3

*Current Residents: Please enter the date you wish to move from your current residence into your new dormitory room

3 Dormitory Preferences

Mark three choices: #1=first choice, #2=second choice, #3=third choice
 Note: gray boxes are not available

Men's Dormitories			
Dormitory	Double	Small Single	Large Single
Main Dorm			
Gray Hall			
Phippen Hall			
Pilgrim Hall			

Mark three choices: #1=first choice, #2=second choice, #3=third choice

Women's Dormitories			
Dormitory	Double	Small Single	Large Single
Lamont Hall			
Retreat House			

For more information about dormitory layouts and amenities, go to <http://www.gordoncorwell.edu>, click on *Prospective Students*, click on *Student Life Services*, click on *South Hamilton Housing*.

4 Sign Your Application

My signature below confirms that I have read, understand and am in agreement with the housing information on the reverse side of this application and that all the information provided is accurate and true to the best of my knowledge. **Important:** No application will be accepted unless it is signed.

Signature _____ Date _____

Dormitory Housing Information

The dormitories are the primary residences for single students on campus. **Please read this information carefully before completing and submitting the application.**

Fees ☐ (*Note: F-1 Visa students are not required to submit the \$100.00 matriculation fee or \$50.00 application fee. The \$250.00 security deposit is required when an F-1 student receives their Visa.)

- Housing applications will not be processed until the student has been accepted and has paid a \$100* matriculation fee to the Admissions office.
- This application must be accompanied by a non-refundable \$50* application fee in order to place your name on the Application List.
- In order to secure your spot on the Application List, you must submit an additional fee of \$250* by March 15th for Summer/Fall move-in dates or November 15th for January/Spring move-in dates. If a housing application is submitted after the March 15/Nov. 15th deadlines, both of the required fees (\$300) must accompany the application, **otherwise the application will not be accepted.**
- Upon moving in, the \$250 fee becomes a security deposit as per the terms of your dorm contract.
- If a housing assignment has not been made or a future move-in-date is not available by August 1st for Fall, and January 7th for Spring, and the student does not want to remain on the Application List, the \$250 deposit is refundable.
- If an applicant cancels their application after the \$250 deposit is received, the fee is refundable.

Priority of Assignment (General) ☐ **Applications within each category will be held on Application List by date of application.**

- **Special Cases** — New F-1 Visa students; physically challenged student (with a deadline to apply for housing by **March 1/Nov. 1**)
- **New Students - Special Scholarships Priority** — Graham, Haynes, MACO, Partnership, Team Ministry, Trustee (with a deadline to apply for housing by **March 15/Nov. 15**)
- **All Others** – New F-1 Visa students and students with scholarship who apply for housing after **March 1 & 15 deadlines above; and current students or new students without a scholarship** (Must take at least 7 courses per year)

Useful Information ☐

- Students will be permitted to live in campus housing for a maximum of three contract years.
- Students living in campus housing must complete 21 credit hours towards their degree program each lease year (i.e. Summer Session I through Spring Term) in order to be eligible to renew their lease.
- Students living in the dormitories are required to participate in the Board Plan during the Fall and Spring semesters. (Optional modified Board Plans are available during January and Summer sessions.)
- Storage areas are available for each dormitory and current residents only.
- No pets are permitted in the dormitories. This includes, but is not limited to, dogs, cats, fish, birds, reptiles, etc.
- No alcoholic beverages are permitted on campus.
- Smoking is not permitted in any campus building.
- Cooking is not permitted in any of the dormitory rooms. The use of heat producing appliances (electric or gas) is prohibited in the dorm rooms/suites. This includes coffee makers, toasters, toaster ovens, electric burners, mug warmers, microwaves, crockpots, rice cookers, and any other electric cooking appliance. Each dormitory has a lounge in which these appliances may be used with the exception of electric burners. A microwave and refrigerator are provided in the lounge.
- It is recommended that all tenants purchase renter's insurance. The seminary does not assume liability for the loss or damage of any contents of a dormitory.
- Each student is assigned a mailbox to which mail and packages from both on and off campus are delivered. Student is responsible for administrative notices in mailbox.

Dormitory Contract ☐

A dormitory contract is signed by each resident confirming his/her reservation for the assigned dormitory and their commitment to live in accordance with campus housing policies as stated in the *Dormitory Housing Policy and Manual*, the *Automobile & Public Safety Regulations* and the *Student Handbook*. Dormitory housing is offered for the following periods of time: Fall semester, January session, Spring semester, and Summer Sessions I, II, and III.

This information is provided to assist you in filling out your housing application. If you have any questions, contact the Housing Office at 978-646-4061 or email us at housing@gcts.edu. **Please send your completed application with the \$50.00 application fee, and the required \$250.00 deposit if due as stated above, to the following address:**

Gordon-Conwell Theological Seminary
Attn: Housing Office
130 Essex Street
South Hamilton, MA 01982

NOTE: If the “**Student Information**” on the front of this application changes, it is the responsibility of the student to make sure the Housing Office has **current** contact information.

February 10

Dormitory Application — Optional Information

Please complete the following important, but optional information. It will assist the Housing Office in making roommate assignments.

How would you describe yourself?

- Outgoing Social Shy
 Private Quiet Other: _____

Music Preference:

- Country Rock Classical R&B Jazz Popular
 Other: (Please specify) _____

I like to study in my dorm room during:

- The day Early Evening Late Night Weekends

I like to keep my room: Meticulously clean A little cluttered Who has time for cleaning!

Sleeping Habits:

I like to wake up: Weekdays at: _____ Weekends at: _____

I like to go to bed: Weekdays at: _____ Weekends at: _____

While I'm sleeping, I like the room: Cool Warm

Other: (e.g. Sleep with fan, window open, etc.) _____

Comments:

Use the space below to tell us anything about yourself and your life experience that would assist the Housing Office to match you to a roommate (i.e. years in work force, special interests and activities).

Characteristics you would like in a roommate: