



ROCKHURST UNIVERSITY SECURITY DEPOSIT REFUND

Please complete this form at the end of the academic year only if you have NOT re-applied for housing for the upcoming year. NOTE: Security Deposit Credits will be credited to your student account after the end of semester. The Business Office issues all credit balance refunds.

I certify that:

- _____ I have completed 60 hours or lived on campus for four semesters.
_____ I will be living with my parents and commuting to Rockhurst University.
(Student must also complete Residency exemption form.)
_____ I have graduated.
_____ I am withdrawing from Rockhurst University and/or transferring to another college. (Student must notify Registrar's office of withdrawal.)
_____ I meet one of the other Residency exemption requirements not listed above.
Please specify: _____

Name: _____ Student ID #: _____

Current Building and Room#: _____ Campus Box # _____

Email Address: _____

Return to the Office of Residence Life, Massman 3.

Your campus mailbox will be closed out if you are not returning to campus housing in the fall. Please notify all contacts to update your new mailing address. It is important that you also update your new local off-campus address through OracleWeb or in the Registrar's office.

NOTE: A Security Deposit refund is only available upon completion of the current year's contract, and **if you have not re-applied for next year's housing**. If a new housing application has been completed, then the security deposit is non-refundable unless the new year's housing contract is fulfilled.

Signature: _____ Date: _____

****Housing Security Deposit credits will be credited to student accounts by the Residence Life office. Credit refund checks are issued by the Business Office in Massman 109.**