
NEW YORK UNIVERSITY SCHOOL OF LAW

Summer Living in New York Program
2015 Request to Change Dates of Stay

Upon receipt of your request a \$25 **nonrefundable** processing fee will automatically posted to your NYU Bursar account. Incomplete request will not be processed. **Requests must submitted within 10 days from your initial assignment date.**

Please note the following:

- Your initial reservation does not give you priority for changing your dates of stay.
- Residents are charged on a full-week basis (Sunday – Saturday) regardless of whether they arrive later or leave earlier than the confirmed lease period.
- **Unless a written request to shorten a length of stay is approved, the license binds you to all terms for the full license period.**
- If your hall/room is not available at the time of your extension request, you must check-out by your original departure date.
- **Requests to arrive prior to May 31, 2015 or to extend past August 1, 2015 will not be granted.**
- **No request to change an arrival or departure date is guaranteed.**

Name _____ NYU ID N _____

Assignment Building: _____ Room: _____ Email _____

Reason for Request: _____

2014 SUMMER HOUSING SCHEDULE

- | | |
|----------------------------------------------------|-----------------------------------------------------|
| Week 1: Sunday, May 31 – Saturday, June 6 | Week 6: Sunday, July 5 – Saturday, July 11 |
| Week 2: Sunday, June 7 – Saturday, June 13 | Week 7: Sunday, July 12 – Saturday, July 18 |
| Week 3: Sunday, June 14 – Saturday, June 20 | Week 8: Sunday, July 19 – Saturday, July 25 |
| Week 4: Sunday, June 21 – Saturday, June 27 | Week 9: Sunday, July 26 – Saturday, August 1 |
| Week 5: Sunday, June 28 – Saturday, July 4 | |

CHANGE OF ARRIVAL AND/OR DEPARTURE DATE:

- I would like to change my arrival date.
Original Date: _____ New Date: _____
- I would like to change my departure date.
Original Date: _____ New Date: _____

Submit The Completed Form To:
NYU School of Law • Department of Residence Services • 240 Mercer Street • New York, NY 10012

