

# RETURNING STUDENT SWITCH REQUEST FORM - AY 2020-21

The "Switch Request" process affords a current NYU School of Law student with a 2020-21 academic year housing assignment the opportunity to request a reassignment (switch) into another specific space/apartment type for the 2020-21 academic year.

The Switch Request Form will be accepted starting **9:00 a.m. Monday, February 3rd – 5:00 p.m. on Wednesday, February 5th**. After these dates, request for reassignment can no longer be considered.

The forms must be submitted to **THE OFFICE OF RESIDENTIAL LIFE** located on the first floor of 240 Mercer Street during business hours. The forms will be time stamped and the offering spaces will be based on when the form is submitted. **Switch Request results will be emailed to residents on Friday, February 7th.**

NAME \_\_\_\_\_ UNIVERSITY ID   N   \_\_\_\_\_

CURRENT BUILDING \_\_\_\_\_ APARTMENT/BEDROOM \_\_\_\_\_

CURRENT PHONE # \_\_\_\_\_ NYU NETID \_\_\_\_\_

GENDER             Male                       Female                       Do not identify as Male or Female

<b><u>FOR OFFICE USE ONLY</u></b>	<b>2020-21 Academic Year Assignment:</b>
Building _____	Apartment/Bedroom _____ Type (F, C,O) _____

REQUESTING TO SWITCH INTO THE FOLLOWING ROOM OR APARTMENT TYPE (Please be specific):

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REASON FOR REQUEST (*This information will remain confidential*):

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**A student placing his/her/their name, information, and signature on this Switch Request Form must make note of and agrees to the following:**

- Reassignments are granted on a space available basis. Priority for switches is determined by the date/time when the form is submitted.
- Every student who places themselves on this Switch List does so with the knowledge that if a reassignment is issued, it is done so
- a) automatically,
- b) on the basis of the preferences they indicated on this application
- c) regardless of location (unless very specific location information is provided)
- d) with the understanding that a reassignment is binding and irrevocable

*The information that I have provided above is true and accurate. I have read and agree to the conditions for a switch stipulated above.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_