

Overnight Guest Request Form

The following is an authorization form to be completed by any student requesting an overnight guest. As noted in the Guide to Hall Living, overnight guests will not be permitted during the first two weeks of the semester. Guests may spend up to two consecutive nights. Please contact your Resident Director/Assistant Director 48 hours in advance to complete the guest authorization form. Any guest between the ages of 11 and 18 must have written permission to stay from a parent or guardian. Any person under the age of 11 is not permitted to stay as an overnight guest. The Residence Life staff has the right to limit guest privileges at any time.

Resident's Information:

Resident Name _____ Today's Date _____

Building _____ Room _____ Phone Number _____

Guest's Information:

Name _____ Date of Birth _____

Relationship to Resident _____

Person/Phone # to Contact in Case of Emergency _____

Visit Dates: Arriving _____ Leaving _____

Signature of Roommate _____ Date _____

Signature of Roommate _____ Date _____

Signature of Roommate _____ Date _____

Signature of Roommate _____ Date _____

Signature of Roommate _____ Date _____

Signature of Resident Director/Assistant Director _____ Date _____