



### Residence Hall and Dining Application

Name: \_\_\_\_\_ Male \_\_\_\_\_ Female  
Last First Middle Initial

Home Address: \_\_\_\_\_  
Street City State Zip Code

Email Address: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Month/Day/Year

Parents' or Guardian's Name \_\_\_\_\_

Home Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Previously enrolled at West Liberty? \_\_\_\_\_

If new transfer, name of last college/university attended \_\_\_\_\_

Applying for term beginning: Fall 20 \_\_\_\_\_ Spring 20 \_\_\_\_\_ Summer 20 \_\_\_\_\_

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Parent or Guardian if applicant is under 18 years of age

Room Reservation Fee: A one hundred dollar (\$100.00) deposit is required of all students without exception. Applications cannot be processed without the reservation fee. Make checks payable to West Liberty University. Please do not mail cash. Refund is made when the room is cancelled BEFORE June 30 for the fall semester; BEFORE December 15 for the spring semester; and 10 days prior to summer school. After these dates, deposits are forfeited. Applications submitted after these deadlines are automatically subject to forfeiture upon cancellation. If you are not accepted by the University, refund is automatic regardless of deadlines. The cancellation of applications received during a semester for occupancy before the end of that semester will result in the forfeiture of the fee. All cancellations must be submitted in written form before the deadline.

The following are required by the Office of Housing and Residence Life for an applicant to receive a housing assignment:  
\_\_\_\_\_ Application \_\_\_\_\_ \$100.00 Deposit  
*Additional information regarding these items is found on the reverse of this application.*

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Received by (initials): \_\_\_\_\_  
Check/Receipt # \_\_\_\_\_ Banner ID \_\_\_\_\_  
Hall/Room Assignment: \_\_\_\_\_

# Frequently Asked Questions about Residence Hall Assignments

## **When do I get a room assignment?**

The first step in obtaining a room in the residence halls at West Liberty University is to obtain a Housing Application. A housing form will be mailed to you after you have been accepted as a student, or you may download a copy from the University's website. Mail your completed housing application and a check or money order for the \$100.00 Room Deposit to:

**Housing & Residence Life  
West Liberty University  
208 University Drive, CUB #128  
West Liberty, WV 26074**

Credit card and online payments are made directly with the Business Office.

## **When will I receive my room assignment?**

Housing Assignments for new students for the fall semester are mailed the first week of June. Along with your room and building assignment, you will receive the name of your roommate and his/her contact information.

## **How will you select my roommate?**

It is impossible to guess whether or not a pair of strangers will make compatible roommates. We have asked you a few questions on this application that we have found useful in roommate matching. Although all residence halls are non-smoking, we do find that some non-smokers are sensitive to the smell of smoke that lingers on clothing, we try not to match someone who identifies themselves as a smoker with an identified non-smoker, if possible. We have found that it usually helps to match "morning people" together to maximize the chances of a pair desiring a similar schedule. We also attempt to match individuals with similar majors and listed interests.

Roommate requests: We will only match two applicants if BOTH request one another on their forms. After mid-summer it becomes increasingly difficult for us to place you with a specific person. If you request someone who has not yet applied for housing, it will delay your housing application and may reduce your chance of obtaining your building preference. We suggest that you assure that the person you want to live with is definitely coming to West Liberty, and that he/she send the application at about the same time as you submit yours.

## **What if my roommate and I arrive at school and we don't get along well at all?**

There is an opportunity for you to change roommates. We do have everyone stay in their assigned rooms for the first week of school, except in extreme circumstances. The primary reason is that we need to make sure everyone has moved in. Additionally, we want you to make sure that you really want to change rooms. If you do decide to change rooms or are left without a roommate, we do assist you in finding a new roommate through a concerted consolidation effort.

## **How do I get a single room?**

There are no single rooms for new residence hall students unless the need for the room is covered under the Americans with Disabilities Act and the proper documentation is filed before July 1<sup>st</sup>. After July 1<sup>st</sup>, it becomes increasingly difficult for us to best accommodate some ADA needs.

## **How do I get a room for a specific medical need?**

We do our best to accommodate any special need that relates to a medical condition that falls under the Americans with Disabilities Act (ADA). We are able to provide the best accommodations if you contact us as early as possible. After July 1<sup>st</sup>, it becomes more difficult for us to provide the most ideal situations. Items that must be submitted as ADA requests include, but are not limited to: respiratory ailments, access-related needs (i.e. wheelchair accessibility, proximity to classrooms, etc.), medical singles, and proximity to residential facilities including restrooms. Special accommodations require medical documentation. Please contact us as soon as possible if you need special accommodation paperwork and information.

## **I am considering a preference for a co-ed residence hall on my application.**

### **What kind of security is there in the first year student co-ed hall?**

Curtis Hall is our co-ed first year student residence hall. It has four floors; two floors that house only women and two that house only men. Female floors have female Resident Assistants, and male floors have male Resident Assistants. We consider co-ed facilities a safe and healthy way for men and women to live in relatively close proximity and learn from one another, and it is therefore a housing option worth considering. If you or your parents have additional questions about Curtis Hall, please do not hesitate to call the office.

### **Exactly what is the \$100.00 Room Deposit?**

The room deposit is part of your request for us to reserve a space for you. Room deposits will be carried over on the students account from the time of payment until such time as the student moves out of the residence hall room. Any damages that occur will be subtracted from this deposit. The balance of your room deposit is refundable if we receive written notice of cancellation of your room and board reservation by June 30<sup>th</sup> (for fall semester) or December 15<sup>th</sup> (for spring semester). Cancellations of room and board are not accepted over the phone or via email; they must be in the form of a signed letter by the applicant ONLY.

*If you have additional questions about housing accommodations, please contact us at (304) 336-8345, or email [residencelife@wlsc.edu](mailto:residencelife@wlsc.edu). We welcome questions from parents, but strongly encourage parents to have the student call us whenever possible so that we may interact with him/her directly. Please keep in mind that any requests or changes to roommate or building requests, as well as changes and updates to the housing application must be made by the student applicant and not a parent, guardian, guidance counselor, coach or friend.*

# Residence Hall Application Interest Survey

**INSTRUCTIONS:** The information gathered here will assist the Coordinator of Residential Enrollment in roommate placement. It is critical, as we strive for a successful roommate match, that incoming students answer every item on this form as truthfully as possible. When this survey is completed thoughtfully, the possibility for a positive roommate match is greatly enhanced.

## SECTION 1: Preferred Roommate (if appropriate)

Name \_\_\_\_\_  
Last First Middle Initial

- In order to be assigned with your preferred roommate you must meet the following requirements:
  - Both you and your preferred roommate have been accepted to West Liberty University.
  - Each have provided the Office of Housing and Residence Life with the required \$100.00 room deposit fee by June 1<sup>st</sup> (Fall semester) or December 15<sup>th</sup> (Spring semester)
  - Both you and your preferred roommate have listed each other as hopeful roommates on this form.
- After June 30<sup>th</sup> or Dec. 15<sup>th</sup>, please continue to list your preferred roommate. The Office of Housing & Residence Life will make every reasonable attempt to satisfy any hopeful living arrangement but cannot guarantee your request.

Room assignments are driven by residential population needs, therefore we cannot guarantee that you will be placed with your requested roommate but we will make every attempt to grant these requests. Again, we cannot guarantee that any number of friends will be able to reside in close proximity to one another. However, we will make every attempt to accommodate all possible requests, especially if building preferences drawn from this form match.

- Are you a first time college student?  Yes  No
- Do you intend to represent West Liberty University in athletics?  Yes  No  
If so, which sport do you hope to play?

<input type="checkbox"/> Basketball	<input type="checkbox"/> Tennis	<input type="checkbox"/> Soccer (Intercollegiate Team)
<input type="checkbox"/> Baseball	<input type="checkbox"/> Track	<input type="checkbox"/> Lacrosse (Club Team)
<input type="checkbox"/> Cheerleading	<input type="checkbox"/> Softball	
<input type="checkbox"/> Football	<input type="checkbox"/> Volleyball	
<input type="checkbox"/> Golf	<input type="checkbox"/> Wrestling	

5. What is your major? \_\_\_\_\_

If undecided which area are you leaning toward?

- Education
- Business
- Criminal Justice
- Exercise Physiology
- Dental Hygiene
- Fine Arts
- Music
- Nursing
- Science/Math
- Social Science

**SECTION 2: Specific Hall Request** (will be honored contingent upon the availability of room, and the date your \$100.00 room deposit was received in the Office of Housing & Residence Life).

\_\_\_\_\_ Please check here if you are a member of the Honors College. Honors College students are all required to live in specific housing accommodations.

Open to First-Year Students  
(including Freshman Transfer Students) \_\_\_\_\_

- \_\_\_\_\_ Boyd Hall (male only)
- \_\_\_\_\_ Krise Hall\*
- \_\_\_\_\_ Curtis Hall
- \_\_\_\_\_ Rogers Hall (female only)
- \_\_\_\_\_ No Preference

Open to Non-Freshman  
Transfer Students \_\_\_\_\_

- \_\_\_\_\_ Beta Hall
- \_\_\_\_\_ Bonar Hall
- \_\_\_\_\_ Hughes Hall
- \_\_\_\_\_ Krise Hall\*
- \_\_\_\_\_ No Preference

\*Krise Hall is a co-ed, honors student hall. Please check this building if your first preference is the honors hall and you would like us to evaluate your eligibility to reside there, but also choose a secondary building if there is not sufficient space in Krise Hall. As a reminder, this does not include students designated to be part of the Honors College.

**SECTION 3: Lifestyle Indicators** (Complete even if you listed a preference in Section 1). All responses are completely confidential. Check all that apply.

- \_\_\_\_\_ 1. I am an absolute non-smoker and wish to room with a non-smoker.
- \_\_\_\_\_ 2. I am a non-smoker, but do not care if my roommate smokes.
- \_\_\_\_\_ 3. I am a smoker.
- \_\_\_\_\_ 4. I presently, or until recently have shared my room with a sibling or other relative.
- \_\_\_\_\_ 5. I wish to reside in an area where residents work together to create a quiet area conducive to study.
- \_\_\_\_\_ 6. I normally go to bed before midnight on weekdays.
- \_\_\_\_\_ 7. I expect a residence hall room to be the primary place of study.
- \_\_\_\_\_ 8. I intend to be active in campus organizations.
- \_\_\_\_\_ 9. I am from a city with more than 50,000 residents.
- \_\_\_\_\_ 10. I am very neat and tidy.
- \_\_\_\_\_ 11. I generally keep my room a mess.
- \_\_\_\_\_ 12. I place high value upon my religious beliefs and those of others.
- \_\_\_\_\_ 13. I frequently study while listening to music or watching television.
- \_\_\_\_\_ 14. I will be staying at the University on weekends at least half of the time.
- \_\_\_\_\_ 15. I have an interest in computers.

Please note your preferences in music: (Check all that apply)

- |                 |                      |                       |
|-----------------|----------------------|-----------------------|
| _____ Country   | _____ Classical      | _____ Rap/Hip-Hop/R&B |
| _____ Hard Rock | _____ Easy Listening | _____ Pop             |
| _____ Soft Rock | _____ Emo            | _____ Ska             |
| _____ Punk      | _____ Metal          | _____ Other: _____    |