

# Casper College Private Room Request

Student Name \_\_\_\_\_

Current Hall \_\_\_\_\_ Current Room Number \_\_\_\_\_

Requesting Private Room In:

Hall \_\_\_\_\_ Room Number \_\_\_\_\_

Receiving Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

**I understand that an additional cost (prorated if necessary) above the regular room and board cost will be charged to my account.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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Office Use Only

## Approval of Private Room Request

Area Coordinator Signature \_\_\_\_\_ Date \_\_\_\_\_

New Hall \_\_\_\_\_ Room Number \_\_\_\_\_

Effective Date \_\_\_\_\_