

OFFICE OF RESIDENT LIFE
CLOSED BREAK REQUEST AND AGREEMENT

I, (print clearly) _____, understand that staying in MBU housing during a closed break is a privilege and is not included in the normal housing charges. I understand that permission to stay is granted for University purposes or extenuating circumstances. I will uphold the following agreement and understand that if I break any portion of the agreement I can be immediately removed from the dorm for the remainder of the break; as well as other sanctions include, but are not limited to, suspension, service hours and fines.

1. Because a closed break is not included in the cost of room and board, I will be charged for each day that I stay unless a faculty/staff member approves my stay because of University related business.
2. I will not have any guests in the dorm this includes lobby and rooms.
3. I will abide by all University policies as stated in the student handbook.
4. I understand that if I do not participate in the activity that requires me to stay over the closed break I will be charged a \$50 fine plus a daily housing charge.
5. I understand meals will not be served during break because the campus is closed.
6. I understand I must have this agreement signed by faculty/staff member and returned to the Resident Life Office one week in advance of the break.

Dates For Stay: _____ to _____

Purpose For Stay: _____

Student's Signature: _____

Faculty/Staff Signature: _____ Position: _____
(member requesting student stay)

***Please note:** Completion of this form does not guarantee the request will be granted; the Office of Resident Life reserves the right to make all and final decisions concerning closed breaks according to its own discernment.

RL Office Use Only	_____ Approved _____ Denied	Total Charges: _____
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