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:________________________