



AUCA Dormitory Room Change Form (RCF)

Residential students are allowed to change their room once per Academic Year. Dormitory Coordinator should approve all room change requests, all changes of the room without completing and approving this form are considered as administrative rule's violation. Any additional changes of the room can be done in case of: 1) emergency cases; 2) room facilities defects and considered individually.

Date of completion: \_\_\_\_\_

STUDENT INFORMATION (Please write clearly):

Name of the applicant: \_\_\_\_\_

Residence current room number: \_\_\_\_\_

Reason to change the room (if you need additional space please use another side of the form) \_\_\_\_\_

DEAR APPLICANT, Please consider that it is your own responsibility to find a person, who will switch places with you. Dormitory Coordinator can reject this candidate if the person fails the requirement of National Mix policy or any of your roommates do not sign this form, certifying their approval. Both candidates (an applicant and a switching resident) need to complete RCFs individually.

Preferred room to move in: \_\_\_\_\_

Name of the person who will switch places with you: \_\_\_\_\_

Signature of the switching candidate: \_\_\_\_\_

Signatures of current roommates:

Signatures of the preferred room's residents:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_

Floor RA's (current room) signature: \_\_\_\_\_

Floor RA's (preferred room) signature: \_\_\_\_\_

Signature of approval by Dormitory Coordinator: \_\_\_\_\_