



University Housing
PHONE: 248-204-3940
FAX : 248-204-3920
EMAIL: HOUSING@LTU.EDU

Contract Cancellation Request

Please Print:

Form fields for Last Name, First Name, MI, Banner ID, Address, Email Address, and Phone Number.

Canceling for (circle all that apply): Fall Semester Spring Semester

I want to cancel my meal plan(s): YES NO

The reason for you request is:

- List of reasons for cancellation: Withdrawing from/not attending LTU, Graduation, Student internship outside the Detroit Metro area, Married, Medical, Financial, Prior to the 1st day of classes.

READ AND SIGN BELOW:

I understand that I am requesting to cancel my University Housing application and contract at Lawrence Technological University. It is my responsibility to return this form and the necessary documentation to the Office of University Housing before my request will be reviewed. I understand that if my request is approved, I will be charged a housing cancellation fee as stated below:

Fees:

- Fees: Prior to May 1st: none, Between May 2nd and June 1st: \$100.00, Between June 2nd and the 1st day of classes 1st: \$200.00, After the 1st day of classes: up to \$500.00 plus a daily rate for housing (rate determined by room type)

\*\*For students withdrawing, not attending or graduating from LTU, the housing contract cancellation fee will be waived.

Student Signature and Date fields.