

# SUNY Potsdam Residence Life

## Individual or Partial Group Townhouse Application 2026-2027

### Confirmation of On-Campus Housing Plans for 2026-2027

By filling out and submitting this form, students understand and agree to SUNY Potsdam’s Housing License for the entire 2026-2027 academic year, in addition to the Townhouse & Apartment Living Agreement (following page).

Please fill out student information in the table below and initial the Townhouse & Apartment Living Agreement before submitting. You can submit this application with up to three (3) individuals to attempt to be matched with other individual students in the Townhouse (4/5 max).

Townhouse Rates: \$5,800 per semester; \$11,600 per year

Student	First Name	Last Name	Date of Birth	Signature	Date
1					
2					
3					

### Housemate Preferences

Please select one option below for matching purposes:

- I only want to live with male student(s).  
 I only want to live with female student(s).  
 I do not have a preference of male/female.

### Student Signatures

Please sign and date here to indicate that you understand if you are assigned as an individual or small group as part of a townhouse group that you cannot decline this assignment and must plan to take occupancy for the Fall 2026 semester in this assignment.

Student 1 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Student 2 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Student 3 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Instructions on Next Steps

Return completed applications to the Residence Life Office (Draime Ext 191) or email to [reslife@potsdam.edu](mailto:reslife@potsdam.edu) by March 23, 2026, at 12pm (noon deadline). Townhouses are awarded based on the best (lowest) group priority number (average). Incomplete/late applications will not be considered.

Residence Life will email students by March 25<sup>th</sup> to confirm whether your group was successful in securing a townhouse and to verify your placement for the upcoming year if you were successful.

Please Note: We will do our best to match complete groups from individual/partial requests upon receipt of all applications. Filling out this form does not guarantee that you will end up in a townhouse.

## Townhouse & Apartment Living Agreement Fall 2026 – Spring 2027

By choosing to live in a townhouse or apartment, I agree to the following conditions:

- I will live in the townhouse/apartment for the **ENTIRE 2026-2027 Academic Year** unless I:
  - Withdraw, take a leave of absence, or graduate from SUNY Potsdam
  - Student teach outside of the Potsdam area or study abroad in the spring 2027 semester
  - Become a Resident Assistant for SUNY Potsdam Residence Life
- I understand there will be additional costs to live in the townhouse/apartment including, but not limited to:
  - The cost difference of a townhouse/apartment versus other living options on campus
  - Paper goods (bathroom tissue, paper towels, etc.) [Townhouses only]
  - Cleaning supplies (bathroom, kitchen, dish soap, dishwasher soap, etc.)
  - Cooking/eating supplies (pots, pans, dishes, silverware, etc.)
- I understand there will be additional responsibilities by choosing to live in a townhouse/apartment such as:
  - Cleaning (kitchen, bathrooms, living rooms – maintaining a healthy level of cleanliness)
  - Shoveling snow and sanding in the winter (10 feet from front door and the entire back patio is the responsibility of the residents) [Townhouses only]
- I understand that it costs more to live in a townhouse/apartment and I will not be considered for a room change to another location on campus, unless it is another townhouse, apartment, or a regular super single or suite single on campus.
- I understand that SUNY Potsdam has a 2-year (4-semester) residency requirement for new students and a 1-year (2-semester) residency requirement for transfer students. If I have not met this requirement, I am required to have a full PACES meal plan while living in the townhouse/apartment.
- I understand that if I am to be found in possession of a pet (other than a fish in a 10 gallon or less aquarium) or if I am found to have smoked or allowed smoking in my townhouse/apartment, that I will be billed for the cost of a professional cleaning of the entire townhouse/apartment.
- I understand that in order for the college to be in compliance with NY State Fire Code I am not allowed to bring non-state issued furniture into my townhouse/apartment. I also understand that absolutely no college issued furniture is to leave the townhouse/apartment at any time, even temporarily.
- I understand that in order to be compliant with NY State Fire Code, I must attend a mandatory Fire Extinguisher Training session as directed by Residence Life and the Office of Environmental Health and Safety or that I may be removed from my townhouse/apartment assignment.
- **REQUESTS TO BE RELEASED FROM COLLEGE HOUSING FOR STUDENTS AGREEING TO LIVE IN THE TOWNHOUSES & APARTMENTS WILL NOT BE CONSIDERED.**
- **I understand that if each individual in this complete group that entered the process does not sign and agree to this agreement with the intent to move into the designated townhouse/apartment in the fall 2026 semester, that the entire group will be removed from the townhouse/apartment.**
- **I understand that should someone in this townhouse/apartment withdraw, graduate, leave to student teach, study abroad, become an RA during the fall 2026 or spring 2027 semester, that we will have one week to identify a replacement. After one week, Residence Life will have the ability to utilize the space for any student wishing to move into the townhouse/apartment.**

**Initial below to confirm you have read and agree to the Townhouse & Apartment Living Agreement.**

Student 1: \_\_\_\_\_ Student 2: \_\_\_\_\_ Student 3: \_\_\_\_\_